ANNUAL REPORT 1983/84

Alberta

Alberta
MUNICIPAL AFFAIRS

Office of the Minister

224 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 403 427-3744

To The Honourable G. Amerongen
Speaker of the Assembly

Sir:

I have the honour to submit the Annual Report of Alberta Municipal Affairs for the period of April 1, 1983 to March 31, 1984.

Respectfully submitted,

JULIAN KOZIAK
Minister of Municipal Affairs

Alberta
MUNICIPAL AFFAIRS

Office of the Deputy Minister

Jarvis Building, 9925 - 107 Street, Edmonton, Alberta, Canada T5K 2H9 403/427-4826

Honourable Julian Koziak, Q.C.
Minister of Municipal Affairs
Government of Alberta
224 Legislature Building

Dear Sir:

I have the honour to submit to you the Annual Report of Alberta Municipal Affairs for the fiscal year ending March 31, 1984.

Respectfully submitted,

Archie R. Grover
Deputy Minister

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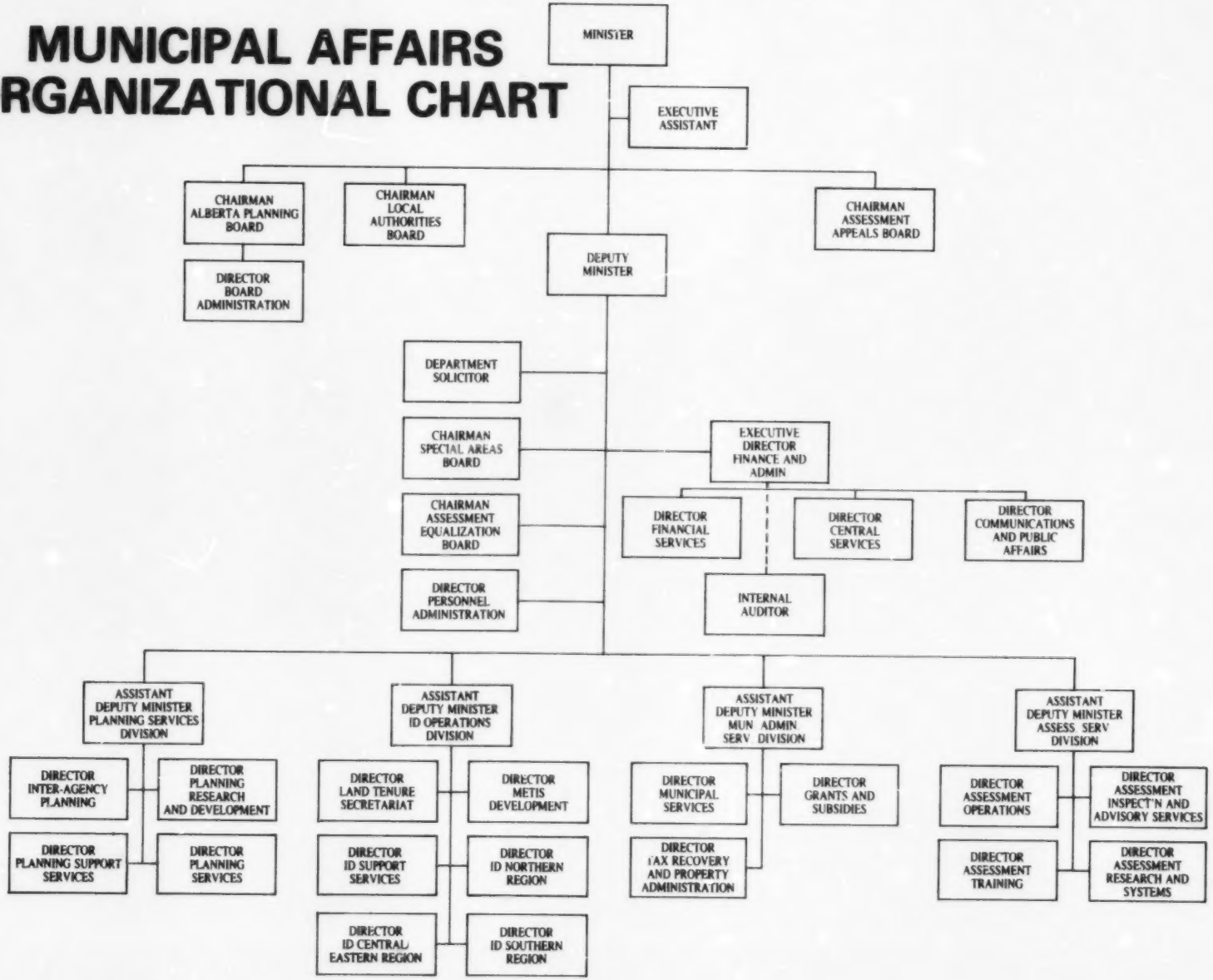
MUNICIPAL AFFAIRS ORGANIZATIONAL CHART



ACTS ADMINISTERED BY ALBERTA MUNICIPAL AFFAIRS

Agricultural Relief Advances Act

Property Tax Reduction Act

Assessment Appeal Board Act

County Act

Crowsnest Pass Municipal Unification Act

Department of Municipal Affairs Act

Electric Power & Pipeline Assessment Act

Improvement Districts Act

Lloydminster Municipal Amalgamation Act

Local Authorities Board Act

Local Authorities Election Act

Local Tax Arrears Consolidation Act

Metis Betterment Act

Municipal & Provincial Valuation Act

Municipal & School Administration Act

Municipalities Assessment & Equalization Act

Municipal Government Act

Municipal Tax Exemption Act

Municipal Taxation Act

New Towns Act

Northeast Alberta Regional Commission Act

Planning Act

Regional Municipal Services Act

Special Areas Act

Tax Recovery Act

REPORTING TO DEPUTY MINISTER

SOLICITOR'S OFFICE

The solicitor's office is staffed by a lawyer from the Attorney General's Department who provides legal services to Alberta Municipal Affairs and its associated boards.

As in previous years, there was a heavy demand for legal services of a diverse nature. The services provided included:

- the preparation of opinions on various legal problems, usually related to municipal affairs legislation
- the preparation and review of contracts and other documents which involve the department
- court appearances in litigation matters included representation on behalf of the Alberta Planning Board, the Alberta Assessment Appeal Board and the development appeal boards in the improvement districts
- participation in statutory reviews including new legislation, revision of existing legislation and regulations
- participation in special projects.

PERSONNEL ADMINISTRATION

The Personnel Branch works positively toward providing a productive, efficient, qualified and stable work force for Alberta Municipal Affairs.

During the fiscal year no new permanent positions were added to the establishment and 33 classified positions were deleted, 17 of which were permanent positions.

In March, 1984, there were 856 classified positions, of these 806 were permanent positions. In addition, hourly rated temporary wage employees averaged 190 per month.

The permanent position vacancy rate dropped from 6.5 per cent at the beginning of the fiscal year to 4.3 per cent at the end. The turnover rate for employees occupying classified positions was 8.6 per cent compared to 15.2 per cent the previous year.

Other significant data for this fiscal period includes:

- 70 employee terminations, 37 commencements and 131 transfers and promotions
- 191 classification submissions were processed
- 44 recruitment and selection competitions resulted in 1,999 applicants, of which 262 were interviewed
- 488 employees participated in formal staff development and training programs
- new training programs implemented include Situational Leadership, formal performance evaluation training, orientation training, career counselling, handling stress and number skills
- the compressed workweek was eliminated and now everyone works the standard hours
- only one formal grievance was lodged and it was settled at level two; employee morale appears good.

FINANCE AND ADMINISTRATION

FINANCE AND ADMINISTRATION DIVISION

The division is responsible for providing support services and financial controls through:

- Central Services Branch
- Communications Branch
- Financial Services Branch
- Financial Systems Section
- Internal Auditor

Fiscal restraint and improved productivity became the prime focus during 1983/84. Considerable effort went into the budget preparation and screening process. Increased emphasis was placed on fiscal restraint and financial management. Computer and office automation initiatives were examined and introduced where justified by cost/benefit analysis and productivity improvement.

Communications Branch

This branch functions as an arm of the Public Affairs Bureau by providing a complete internal and external communication service to Alberta Municipal Affairs and its associated boards.

This service encompasses:

- preparing an annual communication plan
- conducting communication research
- providing public relations counsel
- liaising with the media
- co-ordinating advertising, print, graphic, display and audio-visual needs
- publishing the department newsletter — Municipal Affairs — and magazine — Municipal Counsellor.

During the 1983/84 year, the branch stepped up its activity in communication research and planning to ensure program managers the most cost-efficient and accurate communication approaches.

Early in the fiscal year a communication review was conducted in the assessment services division, the results of which formed the basis of two communication plans — the general assessment communication plan and the assessment information communication plan. The branch co-ordinated the implementation of the general assessment plan using the theme, The Assessment Answer Campaign, through various materials — a brochure, series of articles, standard advertisement and user guide for municipal assessors.

Research for the Property Tax Reduction Program led to the development of the It All Adds Up communication plan for the grants and subsidies branch early in the 1984 year. The various materials — a supervisor's guide for municipal administrators, a quick reference kit for over-the-counter staff, a video-tape and a brochure for applicants — were all co-ordinated through this branch.

A departmental display was developed for municipal conventions, department workshops, and seminars on the theme, Alberta Municipal Affairs — Supporting Responsible Local Government in Alberta. A brochure was also written to accompany the display and to explain in more detail the role and responsibilities of the department, its various divisions and associated boards.

On a smaller scale, a plan was developed to communicate the provincial government's purchasing policy to department personnel and municipalities.

The branch public relations counsel activity increased with the preparation and release of news releases through the minister's office, the compilation of comprehensive ministerial issues briefing documents, and the writing and editing of various advertisements and statements for the minister.

To aid in tracking issues the branch initiated a weekly newspaper clipping service for the minister, deputy minister and senior department officials. In addition, a summary of the changes to the Local Authorities Election Act, was prepared to help Alberta media cover the 1983 civic elections.

Production was enhanced through the streamlining of the print process for departmental planning reports.

Central Services Branch

This branch provides support services to the operational divisions of the department in the following areas: data processing, records management, library services, office accommodation and occupational health and safety.

Major activities in the current year included:

- the co-ordination of major renovations to the department's head office
- the re-activation of the occupational health and safety program for the department, including all of its boards and commissions
- the successful implementation of the oilfields and plants industrial assessment system
- the establishment of a departmental information centre for data processing, which allows staff to use state-of-the-art equipment, such as micro-computers and sophisticated word processing equipment, to improve their handling of business functions
- continued operation and maintenance of major systems to support the provincial grants programs for municipalities throughout the province
- continued operation of the records section, a prime information source for the department, which handled more than 9,400 telephone inquiries directed to the department information line. This was a 12 per cent increase over the previous year.
- provision of computer systems expertise to improvement districts contemplating incorporation in 1985. This support involved preparing for the automation of the accounting and financial management functions in these future municipalities.

Financial Services Branch

This branch is responsible for the accounting and financial management operations and controls for the department. During 1983/84 the branch was restructured to provide separate financial management and accounting support for the appropriation and trust funds. Initiatives were introduced to increase job enrichment and staff productivity through expanded responsibilities, training and office automation.

1983/84 Expenditures Classified by Program

a) Financial Support for Municipal Programs
$209,959,000 - 61%

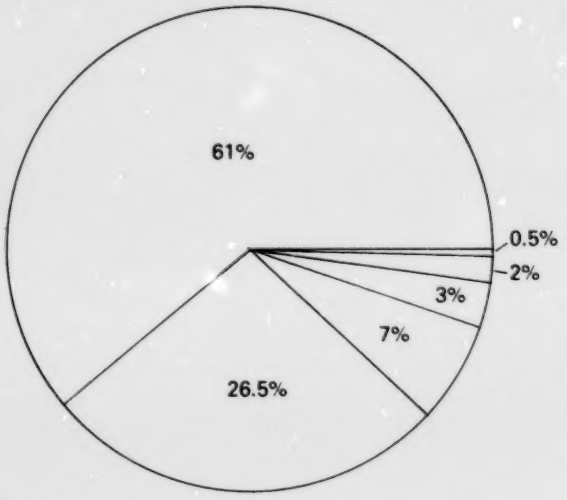
b) Alberta Property Tax Rebate to Individuals
$ 90,037,000 - 26.5%

c) Administrative and Technical Support to Municipalities
$ 24,235,000 - 7%

d) Community Planning Support
$ 10,386,000 - 3%

e) Departmental Support
$ 7,172,000 - 2%

f) Regulatory Boards
$ 1,622,000 - 0.5%



Total Expenditure (Unaudited) $343,411,000

Financial Systems Section

This section successfully completed several developmental projects in 1983/84. The initial implementation of micro-computers in improvement districts occurred in the summer of 1983. The special areas vehicle service centre in Youngstown was provided with a spare parts inventory control system on a micro-computer. Within the Edmonton office, the section concentrated on evaluation of trust fund accounting activities, in terms of streamlining and documenting the manual bookkeeping functions and completing the initial phase of development of a computerized trust fund general ledger.

Internal Auditor

The internal auditor primarily reviews, evaluates and reports on the financial and accounting policies, systems and activities within the department. The audit mandate provides for an independent review of financial controls, accountability and viability.

The internal auditor reports to the department audit committee, consisting of the deputy minister and senior department executives. The committee reviews the annual audit plan and audit reports and promotes the establishment and maintenance of internal control systems.

During 1983/84 the internal auditor completed audits of 10 improvement district offices, special areas financial activities and 12 trust fund capital projects. Audits were also performed on procedural controls related to the processing of major department grants. The internal auditor was also involved in a number of special projects including the study of the financial services branch organization and procedures.

PLANNING SERVICES DIVISION

PLANNING SERVICES DIVISION

The division continued to co-ordinate the provincial role in the land use planning process. This involved the direct delivery of services to approximately one-third of the province not included in regional planning commission boundaries. It also included the formulation of policies to direct provincial and regional growth, as well as input to the Alberta Planning Board on the Planning Act requirements.

Following is a summary of the activities undertaken by the division's four branches during the fiscal year.

Planning Branch

The branch reorganized its sections to ensure a more efficient and effective service to municipalities within the division's land use planning jurisdiction through three new units — Lakeland, Prairie and Parkland. The fourth unit, Subdivision Support, provides technical processing of subdivision applications.

Planning activity within the branch generally increased during the fiscal year, with the focus occurring in the heavy oil development area — Cold Lake and Lloydminster. Due to slower growth projections in several municipalities, planning documents were revised to reflect these changed growth perspectives. Several rural municipalities also undertook their first general municipal plan.

Subdivision activity declined slightly from the 1982/83 fiscal year, however, developers registered more previously approved plans.

Lakeland Unit

Unit staff delivered planning services to 17 urban and rural municipalities in northeast Alberta. Some 11 major plans or plan reviews were undertaken in addition to numerous planning reports, land use bylaw updates and amendments.

Staff were also involved in the completion of the Grande Cache General Municipal Plan in the Yellowhead Regional Planning Commission and the Redwood Meadows Project. Land use inventories and mapping were provided to Metis settlements.

Prairie Unit

Unit staff delivered planning services to 30 urban and rural municipalities in east-central Alberta. Three general municipal plans, five new land use bylaws and numerous planning studies and reports were prepared. Staff also revised the existing Airport Vicinity Protection Area Regulations to complete the transfer of some regulatory requirements to the Alberta Building Code. They also initiated six new regulations and prepared a draft procedural guideline for public release.

Parkview Unit

Unit staff provided planning services to 35 urban and rural municipalities north and east of the Edmonton metropolitan region. Five general municipal plans, nine land use bylaws and several community lake management plan reviews were undertaken.

Subdivision Unit

Unit staff provided technical processing and circulation of subdivision applications for municipalities not included in regional planning commissions. A breakdown of subdivision activities follows:

Applications Received		Decisions Made	
Plans of Survey	133	Approved	55
Other Instruments	315*	Conditional Approval	323
Outline Plan	10	Refusals	68
		Deemed Refusal	4
SUB TOTAL	458	SUB TOTAL	450
82/83 Files Carried Over	81	Files in Process	89
TOTAL	539	TOTAL	539
Alberta Planning Board Appeals Attended		65	
Instruments endorsed		407	

* Includes 21 instruments processed under section 86 of the Planning Act.

Inter-Agency Planning Branch

The branch concentrated its efforts in two major areas: support to the Alberta Planning Board (APB) and technical advisory services to municipalities and planning agencies across the province. Both areas of concentration were aimed at implementing policies in the land-use planning system, which supported the goals of cost-effectiveness and deregulation. Some specific activities were:

Regional Plan Reviews

On behalf of the APB, the branch reviewed the Palliser, Oldman River, Red Deer, South Peace, Edmonton and Calgary regional plans, and provided technical advice to the minister, the board and provincial departments on plan policies.

Liaison with staff of 10 regional planning commissions and several departments to develop provincial land use policies proceeded concurrently with regional plan reviews. Branch staff provided advice to the regional plan committees of the Edmonton Metropolitan and Yellowhead Regional Planning Commissions.

Establishment of Mackenzie Regional Planning Commission

The branch continued to assist with the commission's establishment, its boundaries revision and office building design.

Land Use Planning for Pipelines

Work continued on how land use planning practices could be improved to prevent the encroachment of urban development on pipelines, especially those carrying hazardous products. Financial design and legal aspects were investigated and meetings were held with major agencies.

Avenues for Streamlining the Land Use Planning System

Work began on how to make the land use planning system more efficient in view of the current economy and the slowdown in the building and development industries.

Special Provincial Land Use Planning Activities

Discussions continued with provincial departments and other agencies on land use planning policies such as public land planning, noise attenuation and transportation plans, and relationships were maintained with other organizations operating in the land use planning system.

Municipal Energy Management

The branch assisted municipalities in energy management through land use and related policies. Training for planners was conducted, a teleconference held and technical information on energy-sensitive subdivision design produced. The branch participated in pilot projects on municipal energy conservation which were conducted in Okotoks, Athabasca, Whitecourt, Millet and Claresholm. The experience gained in these communities will be applied elsewhere to help municipalities save on their energy budgets. A study of municipal energy audits began.

Municipal Downtown Development

Branch staff facilitated downtown/economic development in conjunction with local planning agencies. Notable were a marina-boardwalk development for Cold Lake, the reuse of a school in Vermilion and a subdivision design in Hanna.

Training for Municipal Development and Planning

A major study of municipal training needs, as they affect the planning and development system, was conducted jointly with the University of Alberta Local Government Studies. A workshop was conducted for municipal development officers (MDOs) and the branch helped the MDOs to organize a provincial association.

A certificate program in managing planning organizations was developed jointly by the University of Calgary and branch staff, and training for planners and technical people was supported through the Planning Training Consortium.

Public Information on Land Use Planning

Materials were produced to orient newly elected municipal officials on the land use planning system. Brochures on development, subdivision and community planning were distributed to planning agencies and municipal offices in Alberta. The branch also helped to distribute the reference document, Planning and the Law — A Citizen's Guide, to all municipalities, planning agencies and libraries.

A slide presentation, Managing Community Planning, was produced and made available to communities to assist elected officials to manage land use planning activities effectively.

Planning Research & Development Branch

The branch's seven members continued a number of ongoing projects in 1983 84 and undertook several new projects which are important to the planning process throughout the province.

Major research and development activities included:

- Work on the branch's computer simulation models continued. The Boom series of dynamic regional impact models were applied to northeast Alberta and updated, and the municipal impact model was tested on Hinton and Edson. This latter model has tremendous potential as a planning and municipal administration tool.

- The branch continued to act as a technical working group for various provincial government departments as well as information co-ordinator on Coal Branch developments.

- Work continued on assessing the financial and other impacts of new resource developments in areas of the province, such as the Coal Branch, Cold Lake, Lloydminster and northeast Alberta.

- The branch continued to co-operate with the Prairie Unit Section of the Planning Branch in evaluating the present land use bylaw contents.

- A study was undertaken which analyzed the history of, the attitude to, and the need for off-site costs and other levies in the development industry. It contains the reviews of numerous municipal and development industry personnel, as well as many observations which, if acted upon, will require additional study.

- The branch supplied census processing capabilities to Alberta municipalities using micro-computer technology, rather than mainframe support. It is intended to supply this service until such time as software and expertise is developed to allow the program to be transferred to local authority.

- A program has been undertaken to address municipal census relating to declining central business districts and their relationship to other urban land uses, particularly highway commercial and the suburban shopping centre. To date, Alberta communities have been contacted and their central business districts catalogued relative to other land uses. The next stages involve formulation of pertinent municipal self-help programs and the creation of a manual dealing with the subject.

- A case study has been undertaken which computes the costs and benefits impacting on a rural municipality by the approval and construction of a country residential subdivision.

- The Planning Futures project continued to develop planning advice on long range prospects and needs in Alberta land use planning. Advice on methodology and possible strategies was received from outside consultants.

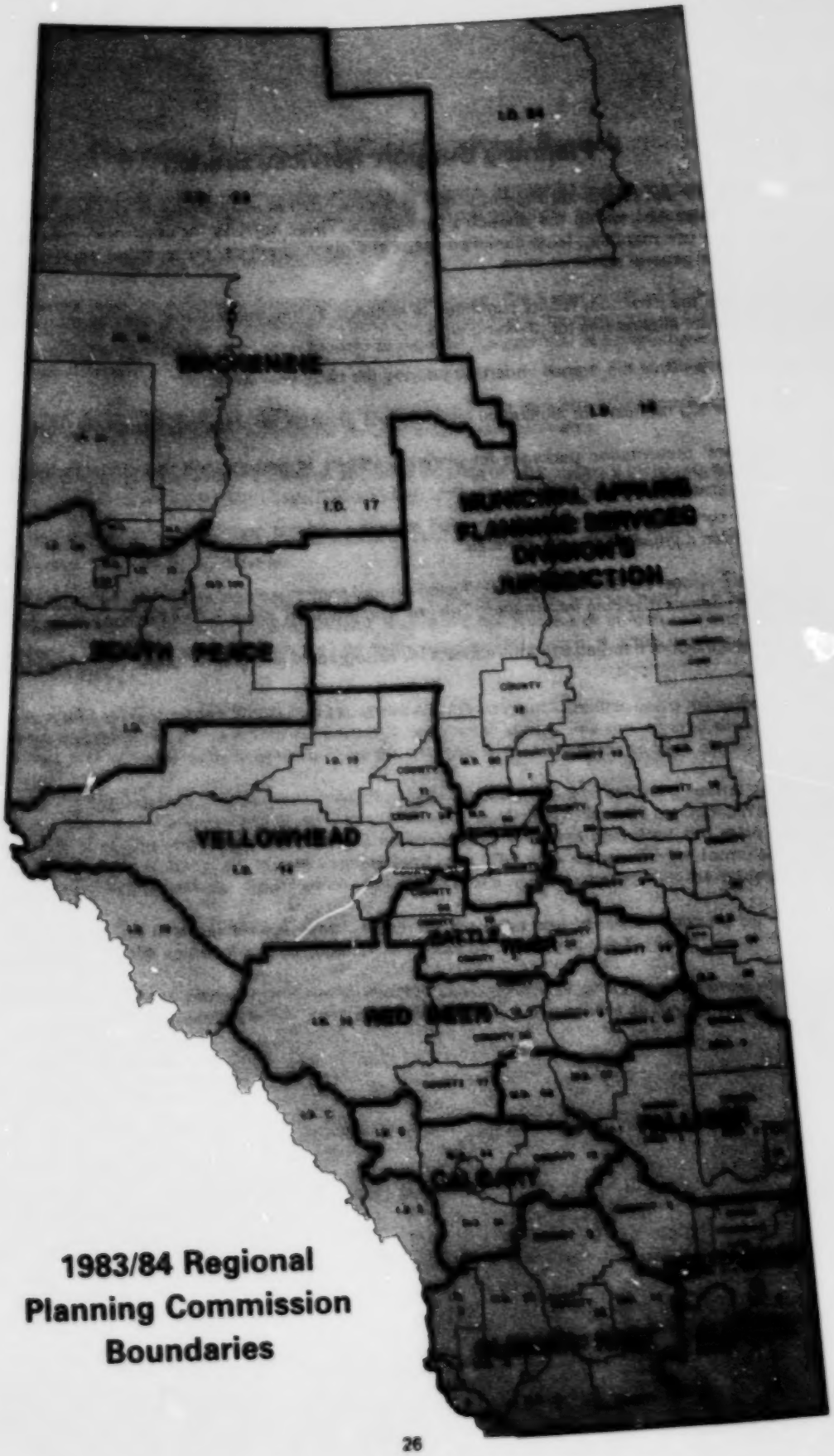
Planning Support Services Branch

The branch continued to provide support to the division's programming elements and to update compiled maps of municipalities within the division's jurisdiction. These services included municipal engineering, illustrative land use mapping, legal compiled maps and plans, graphics, presentation packages, darkroom work, as well as general administration.

During the year the darkroom facility continued to enhance drafting technicians' work by reproducing more effective technical illustrations for planning work.

Overall activities within the branch undertaken during the fiscal year were:

- Some 300 requests for illustrative mapping and graphics for planning documents were handled.
- Several presentation packages for planning officers to present land use planning information to public officials were prepared.
- The continuous flow of legal compiled mapping updates pertaining to municipalities within the division's jurisdiction were handled.
- The Engineering Services Unit conducted ground control surveys and procured aerial photographs and contour mapping information. The unit also provided municipal engineering input to planners.
- The darkroom handled 915 job requests for cartographic and graphic photo reproduction services.



1983/84 Regional Planning Commission Boundaries

IMPROVEMENT DISTRICTS OPERATIONS DIVISION

IMPROVEMENT DISTRICT OPERATIONS DIVISION

Major steps have been taken toward the long-term goal of incorporation of municipal affairs improvement districts (ID) as viable municipal units. In March, 1984 the minister announced the incorporation of ID 10, effective Jan. 1, 1985. During the same month a series of public meetings were held in ID 1 to discuss the topic of incorporation.

Rural portions of the ID 7 were transferred to surrounding municipalities, effective Jan. 1, 1984, and the advisory council was requested to prepare a report on future options available to the remainder of the ID.

Several other improvement districts, notably ID 8 and the La Crete area of ID 23, have been giving serious consideration and study to the option of incorporation.

For many northern IDs, incorporation remains distant but they have continued to be active in such areas as development and training of their advisory councils and increasing service levels in isolated communities.

The Metis Development Branch continued to develop local autonomy at the Metis settlement level, with emphasis on development of the settlement councils.

Divisional activities included:

Policy

- Most improvement districts, through their advisory councils, have developed local policies and procedures in a wide range of program and service areas.
- The IDs evaluated Agricultural Service Boards in 1983, in conjunction with Alberta Agriculture. The subsequent report was distributed to the IDs and many of its recommendations have already been implemented.
- The joint government/Metis committee, established under the chairmanship of Dr. Grant MacEwan to review the Metis Betterment Act and Regulations, has completed its task.
- The Metis settlements and the Metis Development Branch developed a policy on surface rights revenues.

Re-organization

- Micro-computers introduced into selected ID offices has accelerated the trend toward administrative decentralization.
- Preparations to transfer all municipal functions to the local level in IDs 1 and 10 began in anticipation of incorporation.
- A municipal officer classification was established for certain staff members, in recognition of the different kinds of duties required in a municipal, as opposed to a provincial, setting.
- A Land Programs Branch was established in the division. This branch will carry on the activities of the Land Tenure Secretariat in a modified form and will address wider land issues in the improvement districts.
- The Metis Development Branch strengthened the role of its district offices located in High Prairie, serving the four western settlements, and St. Paul, serving the four eastern settlements.

Local Services

- With many of the structural municipal systems in place, such as water and sewer, firehalls and landfill sites, many IDs shifted their emphasis toward other municipal services, such as recreation, and family and community social services.

- Initiatives were taken to improve the water and sewer facilities in the isolated northern Alberta communities.

- Among the service level increases on the Metis settlements during the year were completion of water and sewer distribution systems in the hamlet areas of Paddle Prairie and Gift Lake, a water treatment plant in Kikino, and a water distribution line in Elizabeth. As well, a water and sewer distribution system for Fishing Lake commenced. Paddle Prairie constructed an administration building, and Big Prairie and Gift Lake each initiated the construction of an equipment garage and one-bay firehall.

Development and Planning

- Most IDs continued to take part in the preparation of draft regional plans for ratification.

- General municipal plans (GMPs) were underway for IDs 8, 10 and 22, while joint GMPs have been undertaken involving ID 15 and the Town of Whitecourt, ID 16 and the Town of Valleyview, and IDs 17W and 22, the Town of Peace River and the MD of Peace.

- Many IDs have been intensely involved in planning at the local level. In ID 18, for example, a community plan was initiated in Fort MacKay, while an area structure plan was developed for an industrial subdivision outside the Town of Lac La Biche. A lakeshore plan was also developed for Lac La Biche.

- Land tenure activities progressed in the communities of Sandy Lake and Janvier. In Sandy Lake, applications for lots were open throughout 1983, while preparations were made in anticipation of applications in Janvier.

- Preliminary feasibility studies to relocate the East Prairie Metis Settlement hamlet were completed, as the present hamlet is situated in an area prone to flooding.

- Land use inventories for the four eastern Metis settlements were substantially completed.

Training

- As municipal elections were held in the fall of 1983, there are many new ID advisory councillors. Training for advisory councillors at all three regional Alberta Association of Improvement Districts workshops during 1983, emphasized policy development at the local level. As well, separate workshops were held to train members of municipal planning commissions, development appeal boards and courts of revision.

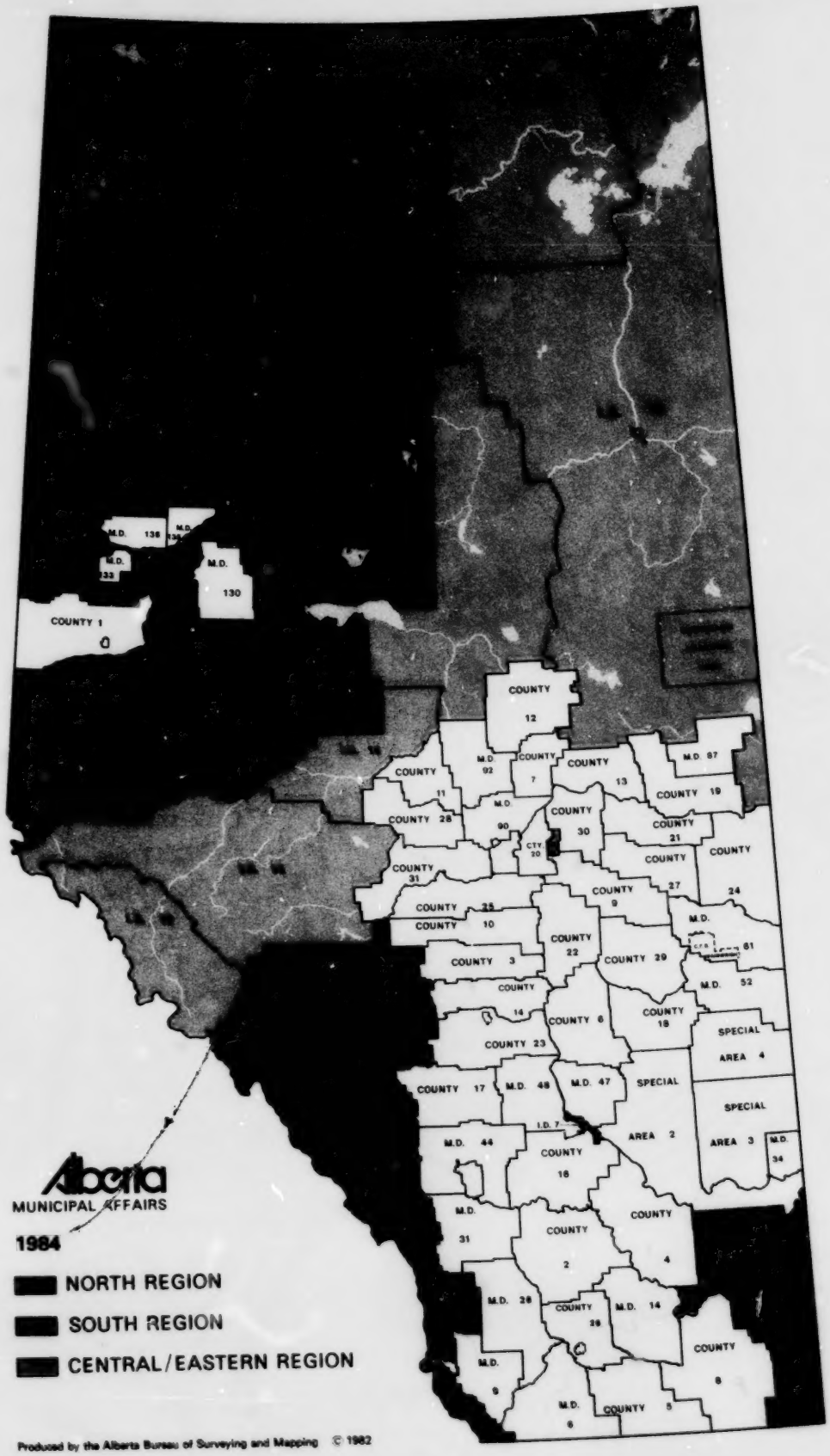
- The Metis Development Branch implemented a training program for settlement administrators.

- Metis settlement councillor training has been on-going with emphasis on economic development, surface rights and financial administration.

Assessment and Taxation

- Live assessment for improvement districts totalled $807,645,700 and equalized assessment amounted to $1,635,673,130.

- General assessments were completed in IDs 8, 17 and 19, and initiated in IDs 18 and 23.


Alberta
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1984
NORTH REGION
SOUTH REGION
CENTRAL/EASTERN REGION
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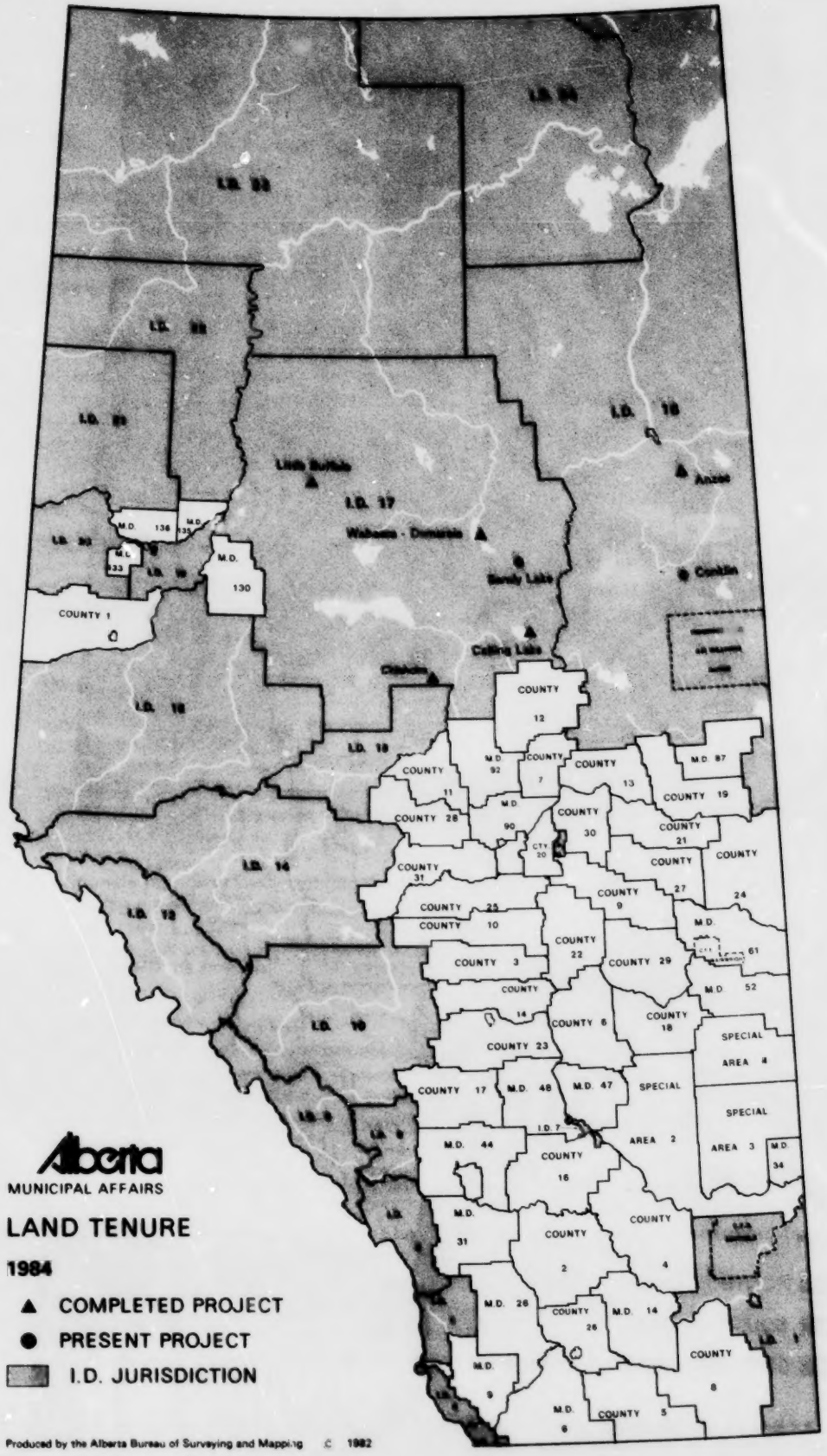
Alberta
MUNICIPAL AFFAIRS
LAND TENURE
1984
▲ COMPLETED PROJECT
● PRESENT PROJECT
I.D. JURISDICTION
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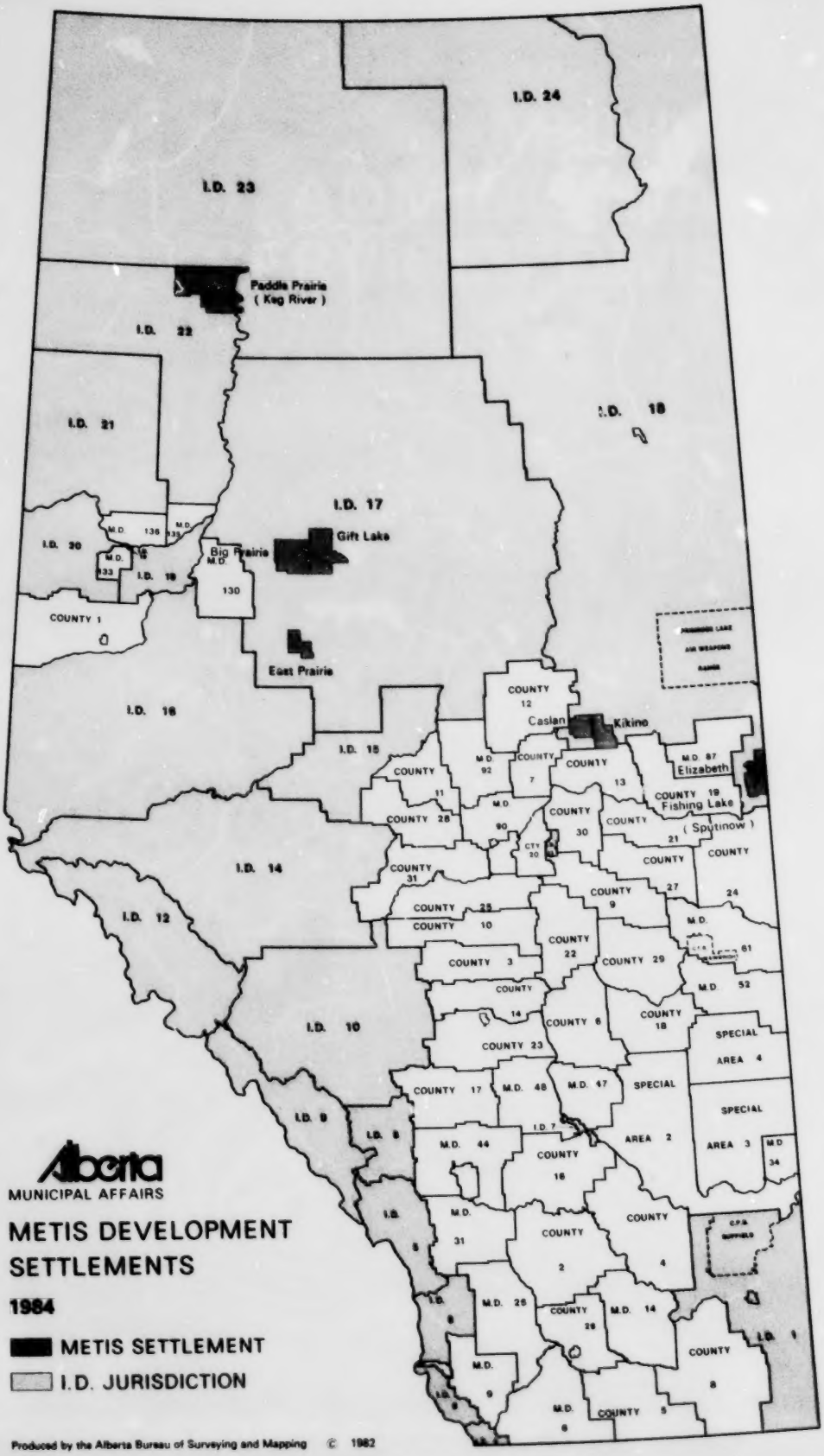
I.D. 24
I.D. 23
Paddle Prairie
(Keg River)
I.D. 22
I.D. 21
I.D. 18
I.D. 17
Gift Lake
I.D. 20
M.D. 136
M.D. 133
M.D. 135
Big Prairie
M.D. 130
I.D. 19
COUNTY 1
East Prairie
I.D. 16
COUNTY 12
Caslan
Kikino
I.D. 15
COUNTY 11
M.D. 92
COUNTY 7
COUNTY 13
M.D. 87
Elizabeth
COUNTY 19
Fishing Lake
(Sputinow)
COUNTY 28
M.D. 90
CTY 20
COUNTY 30
COUNTY 21
I.D. 14
COUNTY 31
COUNTY 27
COUNTY 24
COUNTY 25
COUNTY 9
I.D. 12
COUNTY 10
M.D. 61
COUNTY 3
COUNTY 22
COUNTY 29
M.D. 52
COUNTY 14
I.D. 10
COUNTY 6
COUNTY 18
SPECIAL AREA 4
COUNTY 23
COUNTY 17
M.D. 48
M.D. 47
SPECIAL AREA 2
SPECIAL AREA 3
I.D. 9
I.D. 8
I.D. 7
M.D. 44
COUNTY 16
M.D. 34
M.D. 31
COUNTY 2
COUNTY 4
I.D. 6
M.D. 26
COUNTY 26
M.D. 14
I.D. 1
M.D. 9
COUNTY 8
M.D. 6
COUNTY 5
Alberta
MUNICIPAL AFFAIRS
METIS DEVELOPMENT SETTLEMENTS
1984
METIS SETTLEMENT
I.D. JURISDICTION
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MUNICIPAL ADMINISTRATIVE SERVICES DIVISION

MUNICIPAL ADMINISTRATIVE SERVICES DIVISION

This division is composed of three branches:

- Grants and Subsidies Branch
- Municipal Services Branch
- Tax Recovery and Property Administration Branch

The division acts as the focal point for general municipal administration. It conducts annual inspections of all incorporated municipalities, with the exception of cities, to ensure municipal government is being carried out in accordance with relevant legislation and regulations. It regularly provides advice and information to municipal officials on their duties and has a role in investigating and resolving complaints regarding their actions.

The division is involved in the development of the government's municipal policies, frequently co-ordinating or serving as the departmental representative on interdepartmental committees. Through workshops or seminars, it provides information to municipal officials and receives their input on matters which are relayed to the minister, relevant officials, departments or agencies.

Contact with individual Albertans occurs frequently in the administration of some programs such as rental assistance, property tax reduction and tax recovery, and sale of land. The division administers four programs which provide funds to municipalities.

During the 1983/84 year, the division prepared and distributed a handbook, Now That You've Been Elected, to all newly elected officials.

The division played the lead role in preparing the Local Authorities Election Act, which received royal assent in June 1983 and was used for all local elections in October, 1983.

In conjunction with Alberta Education a review of the County Act was commenced. Opportunities for input were provided to affected municipal and school jurisdictions.

Continued efforts have been made to improve contact between the division and elected and appointed officials. These include regular meetings with the municipal associations; an annual series of meetings with senior city administrative staff; consultation with representative officials on planned programs and legislation; and extensive involvement in education for elected and appointed officials.

At the end of the year Frank Marlyn, research and special projects director, retired. Mr. Marlyn provided many years of competent and dedicated service to the department and to municipalities.

Grants and Subsidies Branch

The branch continued its mandate of administering financial assistance programs to municipalities and Albertans, distributing $300,254,210 in 1983/84.

Details of the disbursements were:

MUNICIPAL DEBENTURE INTEREST REBATE PROGRAM

13	Cities	$ 93,346,632
109	Towns	13,048,589
104	Villages	1,410,865
5	Summer Villages	13,746
23	Counties	1,665,600
12	Municipal Districts	195,597
11	Improvement Districts	261,948
	Total	$109,942,977

* For the period January 1, 1983 to December 31, 1983.

UNCONDITIONAL ASSISTANCE GRANTS TO MUNICIPALITIES

13	Cities	$39,936,915
110	Towns	13,153,247
123	Villages	2,537,451
45	Summer Villages	202,940
30	Counties	19,235,759
18	Municipal Districts	9,038,613
16	Improvement Districts	5,676,768
	Special Areas	807,141
4	Collecting School Districts	371,752
	Total	$90,960,586

SPECIAL PURPOSE MUNICIPAL GRANTS

1	City	$ 10,000
9	Towns	285,159
4	Villages	45,574
1	County	15,000
2	Municipal Districts	30,000
2	Improvement Districts	13,000
		398,733
	Municipal Anniversary Recognition Grants	5,000
	Total	$403,733

EDMONTON ANNEXATION TRANSITIONAL ASSISTANCE GRANTS

2	Counties	$6,290,378
1	Municipal District	1,078,218
	Total	$7,368,596

SENIOR CITIZEN RENTER ASSISTANCE PROGRAM

Regular Applications ($1,200 each)	22,727
Subsidized Housing Applications ($600)	13,991
Owner — Occupied Mobile Home Applications ($1,000)	1,568
Total Applications	38,286
Total Disbursed (Including some prior years applications)	$37,752,400

PROPERTY TAX REDUCTION

Senior Citizen Applications	79,833
Non-Senior Citizen Applications	69,890
Total Applications	149,723
Amount Disbursed Senior Citizen	$45,104,101
Amount Disbursed Non-Senior Citizen	5,543,911
	$50,648,012
Administration Fees	748,615
Prior Years' Credits	2,303,759
School Tax Credits	125,532
Total Disbursed	$53,825,918

The branch administered the $117,575 Priorities Employment Program for the department. Under the program, 20 projects were established and 21 people employed for four months.

The branch also administered the $102,400 approved for the Summer Temporary Employment Program for the department; 23 projects employing 27 people for four months were established.

The Municipal Debenture Interest Rebate Program was reviewed and amended to allow the full reimbursement of either the amount of interest penalty paid by municipalities prepaying their debentures, or the present value of the remaining interest subsidy they would have received under the program, whichever was less.

Municipalities were surveyed on the Property Tax Reduction Program to identify problem areas and help prepare better materials.

Municipal Services Branch

The branch carried out 326 municipal inspections to review administrative, legislative and financial conditions of municipalities. Special investigations were carried out in the Towns of Rimbey, Hinton and Calmar, as a result of complaints to the department.

An ongoing municipal administrators' training program was conducted at eight locations throughout Alberta. In addition, budget preparation workshops were carried out for both elected and appointed officials by the area inspectors in co-operation with financial resource personnel.

Branch members helped to conduct one-day seminars for both elected and appointed officials, at 11 locations in the province, to explain the Equalization Study Committee recommendations which were presented to the minister during the year.

The branch continues to prepare and present topical subjects at the three-day administrators' seminar at the Municipal Refresher Course held at the Banff School. Staff members also attend conventions, zone meetings, seminars, etc., to provide input on municipal procedures, administration and financial management.

Branch personnel were appointed as official administrators and comptrollers pursuant to the Department of Municipal Affairs Act in three municipalities due to various operational irregularities.

The department continued to sponsor the Municipal Administration Internship Program with the placement of six interns in various municipalities. This is the program's fourth year, with 27 interns completing the program of which 21 have found permanent employment in municipal administration.

Branch members are involved in a special study of electoral division boundaries in all counties and municipal districts. Some adjustments will be required to ensure a fair representation by population.

At March 31, 1984, the number of incorporated municipalities in Alberta totalled 340, including:

13	cities
111	towns
122	villages
46	summer villages
30	counties
18	municipal districts

There are 21 improvement districts and three special areas in the province.

At the end of the year the Research and Special Projects Branch was amalgamated with the Municipal Services Branch as part of the Financial and Research Services section. The section will continue to provide research and advisory services to the department and various government agencies. Major branch activities include:

- completion of a comprehensive study on the range, level and cost of County of Strathcona municipal services
- intensive study of the municipal assistance grant program, culminating in the introduction of a revised distribution procedure
- completion of a five-year review of the Municipality of Crowsnest Pass, as required under the Unification Act
- further analysis of various incorporation options of ID 8
- the development and circulation, with the assistance of Alberta Education, of several possible amendments to the County Act
- drafting of regulations for the proposed regional water services commissions in the Edmonton area
- a review of the definition "hamlet" in the Municipal Government Act
- an internal review of the local government implication of the proposed Westcastle Park ski resort expansion
- preliminary work on an inter-municipal study co-operation for the Towns of Cold Lake and Grand Centre
- preparatory work on a study of amalgamation possibilities for the Villages of Evansburg and Entwistle
- continuing liaison with Regional Resources Project #1, including administration of the assistance grant for this project and participation, with Alberta Tourism and Small Business, in an overall assessment of that department's rural business projects and Regional Resources Project #1
- further documentation of development and organization trends of municipal and local administrative bodies in Alberta
- provision of financial support to the University of Lethbridge for research into the municipal financial impact of large-scale natural resource development projects, and publication assistance to the Institute of Cultural Affairs for the Sharing Approaches That Work report.

Tax Recovery and Property Administration Branch

The branch ensures the rights of ratepayers and the interests of municipal taxing authorities are protected in tax recovery proceedings. With this objective, more than 75 municipal secretary-treasurers and ratepayers were provided assistance on tax recovery, land sales and tax collection proceedings.

During the fiscal year, branch representatives participated in the annual Banff Refresher Course in Municipal Administration, the Alberta Rural Municipal Administrators Association Conference, the Alberta Association of Improvement Districts Convention, and in one zone meeting of the Alberta Urban Municipalities Association. Two branch workshops on tax recovery procedures for municipal administrators were conducted throughout the province.

As well, the branch helped numerous municipalities to review the status of lands held under tax forfeiture and recommended procedures for future disposition.

The branch made recommendations to the minister regarding sales approvals for property acquired through non-payment of taxes in various municipalities.

Following is a summary of approved tax recovery sales:

- **Cities, Towns and Villages**: Sale of occupied properties to their respective residents by cities and towns involved three parcels for a $51,493 revenue return; with the villages submitting 25 parcels for a $97,975 return.

- **Improvement Districts and Special Areas**: There were 833 parcels listed (540 of which were redeemed prior to sale), 293 advertised and 79 offered for sale in 15 tax sales held by the branch. Total revenue from sales through tender and sales of tax-forfeited lease land to lessees in ID 1 (at appraised values) amounted to $42,754.

- **Counties and Municipal Districts**: Some 97 land parcels were sold for a $772,546 return.

- **Special Areas Land Sales**: The branch processed 326 applications for land sales in the special areas, by the Special Areas Board to those lessees wishing to acquire these. Sale values totalled $8,281,086.

- **Collections**: Some $14,076 was collected in improvement districts for tax recovery land rentals. Also, $25,686 in outstanding Agricultural Relief Advance receipts were collected in improvement districts. Recommendations were made to the Agricultural Relief Adjustment Board regarding compromise settlements of accounts, which were irretrievably in arrears, or cancellation of uncollectable accounts.

The branch also provides a real estate service for the department. Phase I of a subdivision in the Hamlet of Grouard in ID 17 was completed during the year. This will provide residents with the opportunity to purchase hamlet lots for residential and commercial development.

An inventory of all tax-forfeited lands administered by the department has been completed and will be computerized and regularly maintained. For the first time, this enables the development of a comprehensive land management policy.

ASSESSMENT SERVICES DIVISION

ASSESSMENT SERVICES DIVISION

This division ensures equitable property tax assessments throughout Alberta through four branches:

- Assessment Operations
- Assessment Training
- Assessment Inspection and Advisory Services
- Assessment Research and Systems

The division is directly responsible for the preparation of assessments in 317 municipalities. Additionally training, advisory, inspection and research services are provided to municipal — as well as departmental — assessors, municipal officials and the general public.

During 1983/84 the division continued to respond to the slower economy which placed increasing pressure on assessors to maintain property tax equity. In particular, the division expanded its efforts to inform municipal councils and the general public about assessment and its role in the structure of local government.

The division initiated a reorganization in 1983/84 by establishing three more regional offices, bringing the total number of assessment regions to nine. A further element in the reorganization was the strengthened audit function in the Assessment Inspection Branch.

Reorganization will continue in 1984/85 with the consolidation of training, advisory and research functions in the Assessment Standards Branch.

Assessment Operations Branch

Assessors have been busy dealing with problems associated with a slower economy even though there has been a reduction in construction activity.

Branch assessors assessed 317 municipalities and completed 46 general assessments during the 1983/84 year.

The Industrial Section has shown growth in the number of wells in the province from 67,848 to 72,257 a 6.5 per cent increase. Oilfield and plant assessments were completed for the first time using a newly developed computer system.

Assessment and Research and Systems Branch

The branch aims to provide technical assistance to Alberta assessors in land and improvement valuations. The focus of this assistance is the Assessment Valuation Manual, published on a five-year cycle. The manual material is updated, modified and expanded in Mandata, a quarterly publication.

During the fiscal year, the branch concentrated on producing a 1984 manual using 1983 as the base period for developing rates and schedules. Work continued on the manual's farmland section, as part of a major review of farmland assessment procedures. The manual will be published in the subsequent fiscal year.

The branch mandate extends to the development and co-ordination of automated systems for assessment purposes. Branch staff were involved in the development of the industrial assessment system and the implementation of a system to calculate farmland using digitizing techniques.

A computer system for producing and maintaining the Assessment Valuation Manual was also completed.

Also included in 1983/84 activities were:

- development of a policy for industrial machinery and equipment depreciation
- field assistance in the application of the 1967 and 1979 Assessment Valuation Manual
- preparation of draft legislation and regulations.

Assessment Inspection & Advisory Branch

The branch provides an inspection service to ensure quality control of all assessments throughout the province.

Enquiries from the public and senior or local government officials were addressed and draft regulations and legislation were prepared. Assessment complaints were investigated with necessary recommendations or action taken.

The branch prepared market value appraisals for other agencies as well as studies and recommendations on annexation proposals and other assessment related issues.

Educational material on assessment was prepared and presented through seminars and meetings with councils and ratepayer interest groups.

The branch reviews and monitors the assessment to market sales ratio for the Equalization Board respecting all municipalities.

The branch presented seminars in 11 locations throughout the province for municipal and school officials on the assessment and equalization process and the apportionment of Electric Power and Pipeline Tax (Ramsay Formula).

Assessment Training Branch

The mandate of the branch is to develop a province-wide program of assessor technical training and co-ordinate this program with the University of Alberta, agriculture colleges and technical institutions, the Alberta Assessors' Association, Alberta municipalities and the Assessment Services Division.

This program involves the direct delivery of the major portion of the technical assessor training in Alberta. There are approximately 600 assessor related positions located throughout the province which depend on this source of assessment training for the production of qualified assessors.

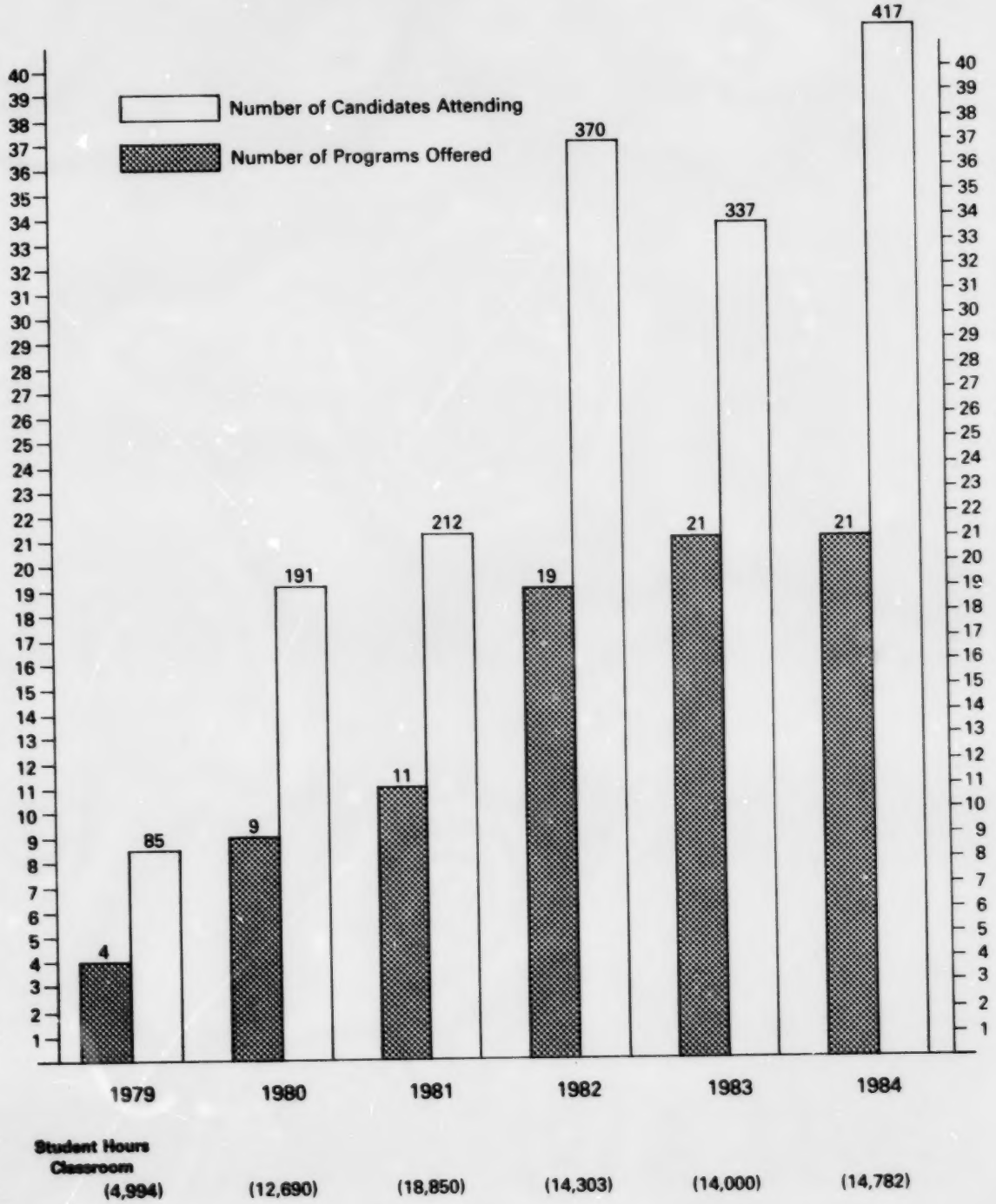
A calendar for the technical training series is made available and distributed to 92 senior departmental, municipal and territorial assessors. This publication includes program dates, content and candidate listings based on a college model.

Some 27 resource speakers from the division, department, municipalities and private enterprise have been active in delivering these technical programs, known as the assessor development series.

As well, seven special programs on various aspects of assessment and taxation were offered to 73 senior assessment administrators, 200 elected officials and municipal employees and 18 rural specialists.

Future plans include a three-stage development series for assessment support personnel.

PROGRAMS OFFERED AND STUDENT ATTENDANCE
1979 – 1984



ASSOCIATED
BOARDS

THE ALBERTA PLANNING BOARD

The board has a quasi-judicial appeal function and develops and administers land use policies regarding the subdivision of land.

Trend activities which began in the previous fiscal year intensified during the 1983-84 term, emphasizing the shift away from appeal hearings to reviews of proposed regional plans and the regional planning commissions funding.

The board composition continued to change. Two more citizens-at-large were appointed as board members and two public service members retired. The board staff was reduced by one to conform with the provincial down-sizing policy.

A total of 12 general board meetings were held throughout the year. Five others were held on matters like Airport Vicinity Protection Area Regulations; three executive committee meetings; two on private sewage disposal systems; several with regional planning commissions on the subdivision appeal process; and four on the Environment Council of Alberta hearings on the agricultural land base maintenance and expansion.

Other significant activities included:

- The commissioning of a study on regional planning commissions funding and the mill rate structure for municipal requisitions to the Alberta Planning Fund
- A brochure entitled Conservation of Agricultural Land - The Role of the Alberta Planning Board, was presented to the Environment Council of Alberta
- Extensive meetings were held with regional planning commissions on their budget format, content and revisions, as well as presentations and a workshop at the 1983 Annual Planning Conference, followed by a continuation at the fall seminar
- Meetings were held with the Provincial Board of Health and Alberta Environment on the formation of a joint provincial department committee on private sewage disposal systems
- Guidelines and procedures were developed for the preparation and review of Airport Vicinity Protection Area Regulations to replace the former general regulations
- The board toured the La Crete-High Level agricultural area
- Presentations at the annual municipal association and other planning conferences were made on regional planning preparation
- Six municipalities — the City of Fort McMurray, the Towns of Airdrie and Fort Saskatchewan, the Counties of Grande Prairie and Strathcona, and the Municipal District of Rocky View — were designated as their own subdivision approving authorities
- An office structure was completed for the Mackenzie Regional Planning Commission in Berwyn
- An office building for the Palliser Regional Planning Commission in Hanna was approved
- Municipal requisitions to the Alberta Planning Fund were reduced by 25 per cent

Appeals Committee

The committee continued its meetings with subdivision approving authorities on the subdivision application and appeal process. The committee has also embarked on an intensive review of its procedures.

As well, 477 appeals were filed with the board, with 70 days of hearings held for 446 appeals; 73 appeals were abandoned or declared invalid. Some 762 requests for extensions to subdivision approvals were considered and 10 appeals on regional plan amendments were heard.

One public hearing was held on a proposed Airport Vicinity Protection Area Regulation and one referral on non-conformity of a land use bylaw with a regional plan was heard. A total of 450 board orders were issued regarding appeals and six reviews were conducted.

Finance Committee

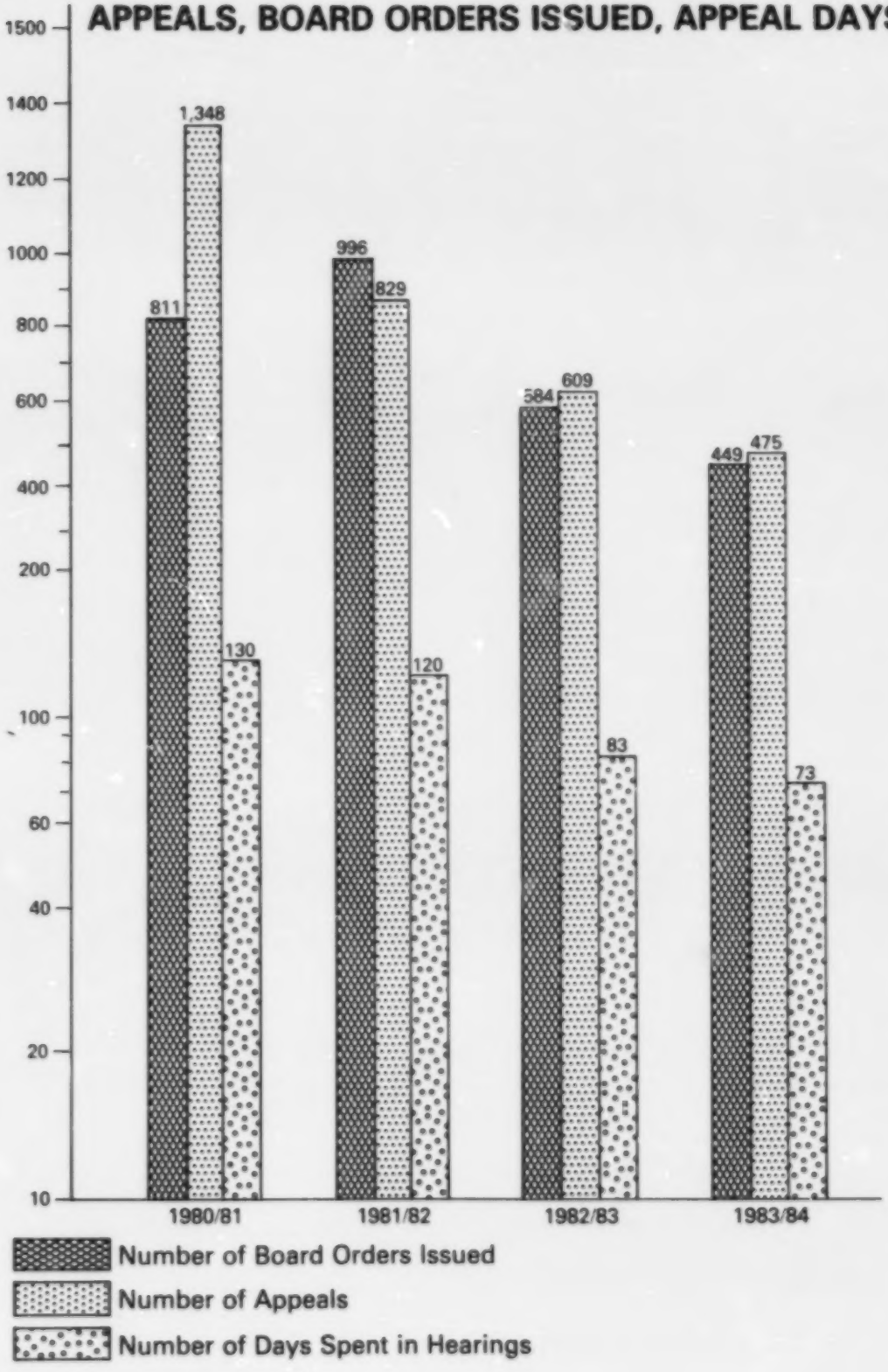
The committee met with regional planning commissions on their budgets, as well as with the consultant who studied regional planning commission finances. Formats for the 1984 85 regional planning commission budgets were revised and 52 board orders on financial matters were issued.

The status and audited statement of the Alberta Planning Fund appear in the pages following.

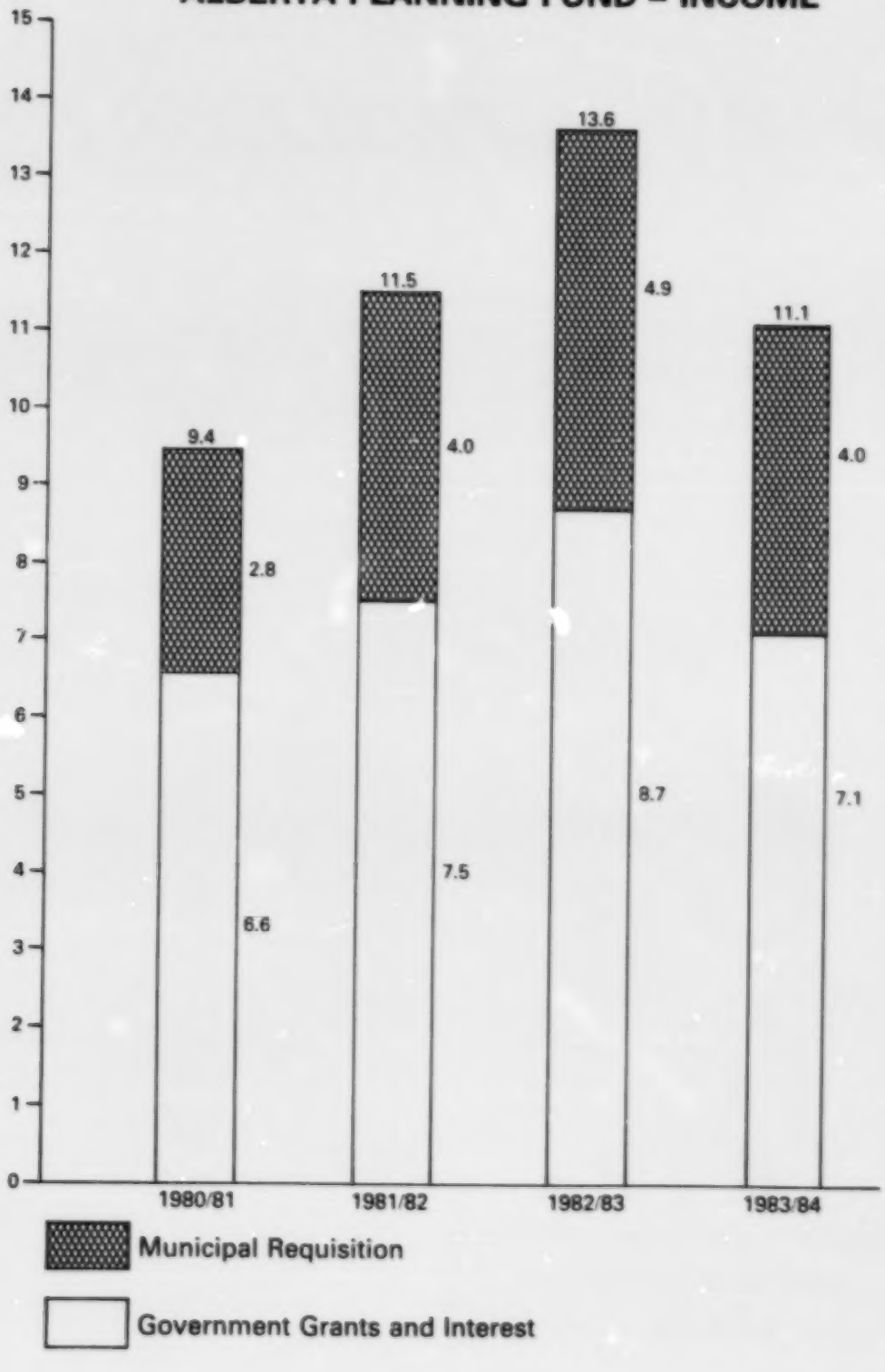
Planning and Research Committee

More than half of the committee's meetings during the fiscal year were with regional planning commissions on the preparation of their plans. Some 350 board orders were issued on relief from the operation of the Subdivision Regulation and 69 orders were issued on relief from the operation of section 78 of the Planning Act, which deals with more than one residence on parcels smaller than 80 acres. A total of 40 orders were issued on subdivision plan cancellations and 13 miscellaneous board orders were issued.

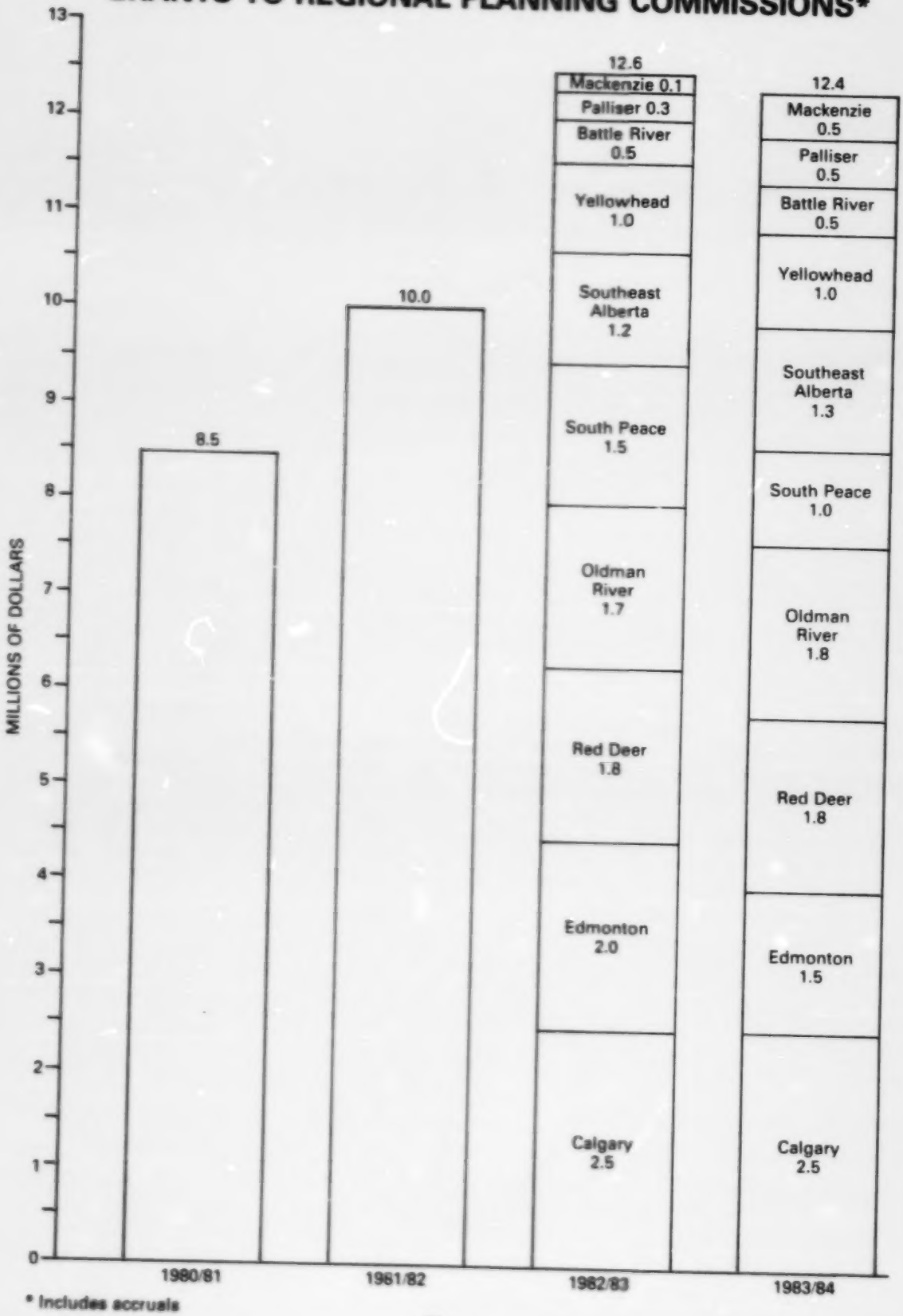
APPEALS, BOARD ORDERS ISSUED, APPEAL DAYS



ALBERTA PLANNING FUND – INCOME



GRANTS TO REGIONAL PLANNING COMMISSIONS*



* Includes accruals

ALBERTA LEGISLATURE

OFFICE OF THE AUDITOR GENERAL

AUDITOR'S REPORT

To the Members of the Alberta
Planning Board

I have examined the balance sheet of the Alberta Planning Fund as at March 31, 1984 and the statement of revenue, expenditure and fund equity for the year then ended. My examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Fund as at March 31, 1984 and the results of its operations for the year then ended in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

F.C.A.
Auditor General

Edmonton, Alberta
October 4, 1984

STATEMENT A

ALBERTA PLANNING FUND
BALANCE SHEET
AS AT MARCH 31, 1984

	1984	1983
ASSETS		
Deposits in the Consolidated Cash Investment Trust Fund	$3,055,149	$1,410,263
Requisitions receivable	504	—
	$3,055,653	$1,410,263
LIABILITIES AND FUND EQUITY		
Liabilities:		
Accounts payable	$ 111,954	$ 127,610
Fund equity, Statement B	2,943,699	1,282,653
	$3,055,653	$1,410,263

The accompanying notes are part of these financial statements.

ALBERTA PLANNING FUND
STATEMENT OF REVENUE, EXPENDITURE AND FUND EQUITY
FOR THE YEAR ENDED MARCH 31, 1984

	1984	1983
REVENUE		
Requisitions from municipalities on equalized assessments	$ 3,990,007	$ 4,906,963
Contributions from the Province of Alberta, Department of Municipal Affairs	6,932,438	7,932,438
Interest	317,206	751,105
	11,239,651	13,590,506
EXPENDITURE		
Contributions to Regional Planning Commissions:		
Grants for 1982/83 general operating costs	—	12,077,254
Grants for 1983/84 general operating costs	9,056,902	3,007,064
	9,056,902	15,084,318
Cost of special projects and studies	521,703	440,588
	9,578,605	15,524,906
Excess (deficiency) of revenue over expenditure	1,661,046	(1,934,400)
Fund equity at beginning of year	1,282,653	3,217,053
Fund equity at end of year	$ 2,943,699	$ 1,282,653

ALBERTA PLANNING FUND
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 1984

Note 1 Authority

The Alberta Planning Fund operates under the authority of the Planning Act, Chapter P-9, Revised Statutes of Alberta 1980.

Note 2 Significant Accounting Policies and Reporting Practices

Contributions to Regional Planning Commissions

Grants for general operating costs are recorded as expenditures of the fiscal year in which they are paid. The cost of special projects and studies includes all costs incurred by the Regional Planning Commissions at the balance sheet date.

Changes in Financial Position

A statement of changes in financial position is not provided as disclosure in these financial statements is considered to be adequate.

Note 3 Expenditure

Salaries, accommodation and other overhead costs incurred in the administration of the Fund have been paid by the Province of Alberta and are not reflected in these financial statements.

Note 4 Commitments

Sums approved for those special projects and studies that were in progress at March 31, 1984 less sums expended thereon amounted to $144,200.

Note 5 Approval of Financial Statements

These financial statements were approved by management on October 4, 1984.

ALBERTA ASSESSMENT EQUALIZATION BOARD

The 1984 provincial equalized assessment, used to establish the apportionment of requisitions among municipalities, totalled $23.2 billion. This was a 2.7 per cent increase from 1983.

A depressed market for non-farmland and a decline in building projects, combined with increased construction costs, have produced this relatively small net increase, compared with recent years.

Equalized assessments established for use in 1983 and 1984 were determined on the basis of 1981 and 1982 data respectively.

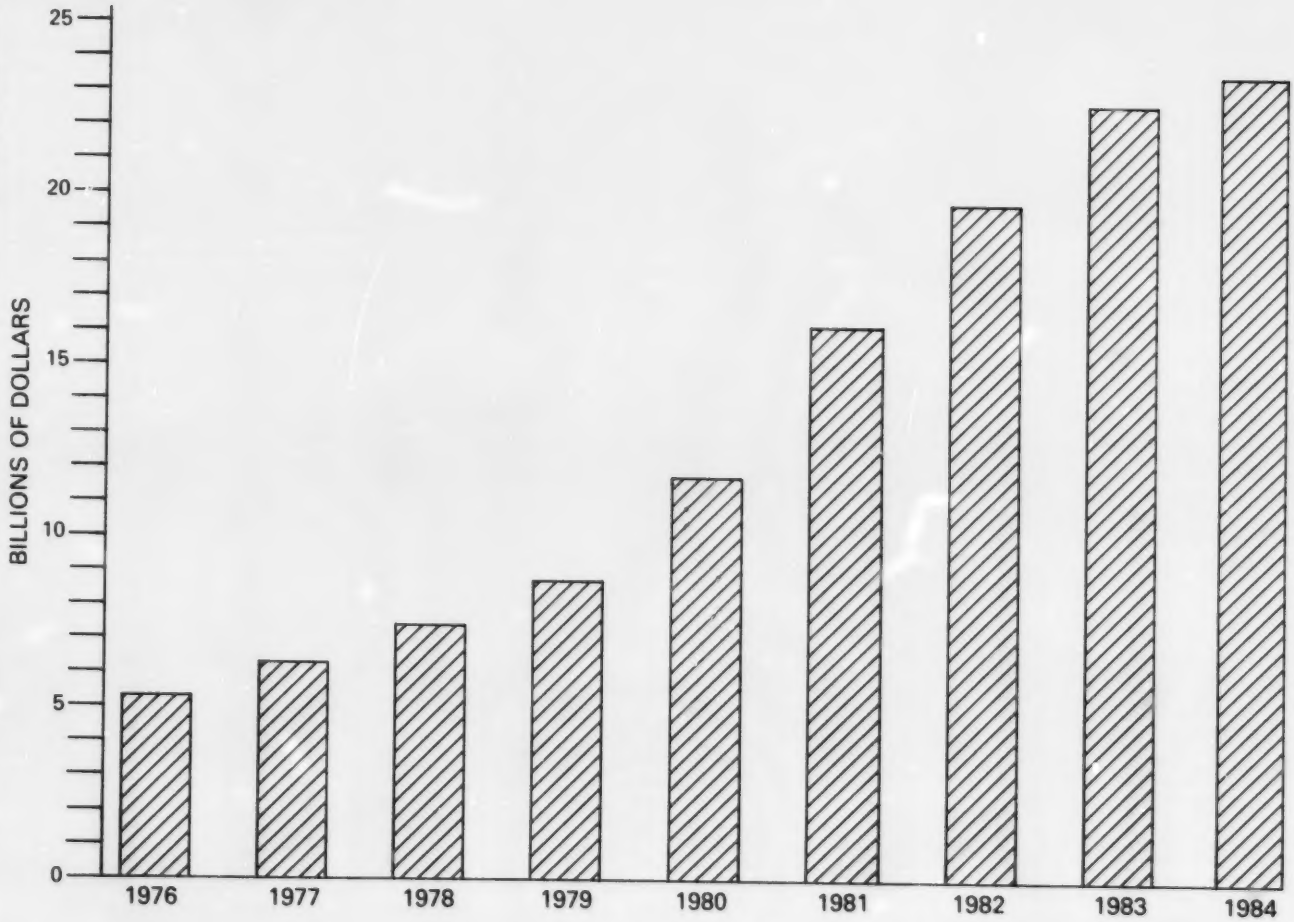
Municipalities will contribute approximately $154,450,000 to the Provincial School Foundation Funds, based on an equalized assessment of $10.9 billion.

The removal of the School Foundation Levy from vacant residential land, by an amendment to the Alberta Property Tax Reduction Act, resulted in a $4 million decrease from 1983.

Total equalized assessments for the province in the last nine years, together with the annual percentage increase, are illustrated in Graph #1. Equalized assessments for the School Foundation Funds, School Foundation Funds contributions and annual percentage increases are illustrated on Graph #2.

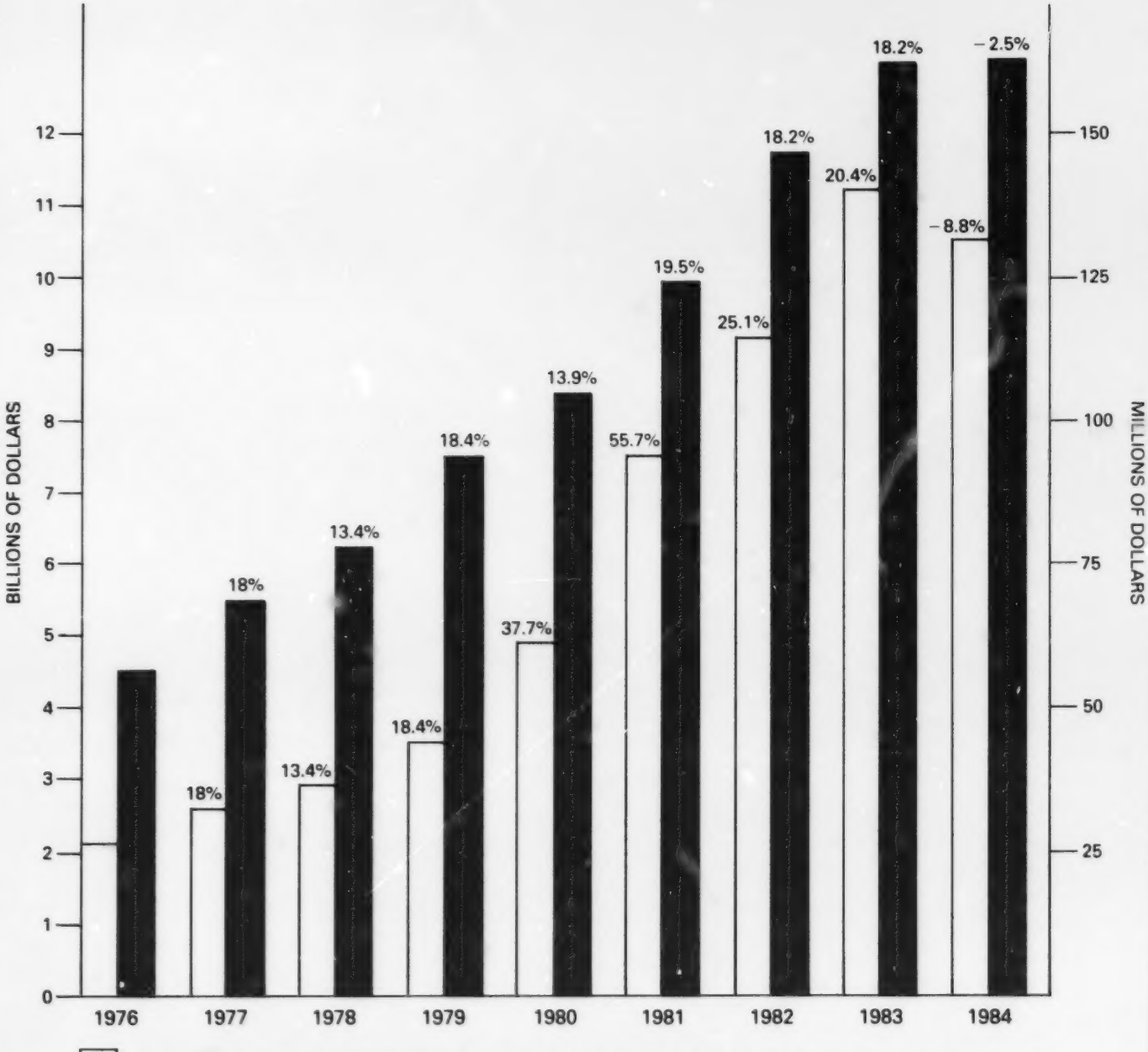
The Study Committee on Equalized Assessment, formed in late 1981, has produced a report which has been widely distributed. Some 21 recommendations were made to the municipal affairs minister and a number of these recommendations have now been implemented.

TOTAL EQUALIZED ASSESSMENT 1976 – 1984



	1976	1977	1978	1979	1980	1981	1982	1983	1984
INCREASES		18.5%	17.4%	17.5%	35.4%	36.6%	23.0%	13.8%	2.7%

EQUALIZED ASSESSMENT 1976 – 1984



EQUALIZED ASSESSMENT FOR PURPOSE OF SCHOOL FOUNDATION PROGRAM IN BILLIONS.

SCHOOL FOUNDATION PROGRAM REQUISITION IN MILLIONS.

– INCREASE OR DECREASE IN PERCENTAGES OVER PREVIOUS YEAR.

ALBERTA ASSESSMENT APPEAL BOARD

As predicted in the last annual report, the number of appeals and items under appeal increased 18.75 per cent and 53 percent, respectively, during the 1983 taxation year, due to continued economic instability. Several municipalities continue to complete general assessments under the revised assessment standards. Coupled with uncertain economic conditions and based on complaints now before the courts of revision — particularly in the two major cities — legal and technical challenges are expected to increase the number of appeals, but not to the extent experienced in 1983.

Appeals filed with the board were completed prior to the fiscal year end, with the exception of five postponed at the appellants' requests, two set over awaiting judicial decisions and one filed late in the year.

Following is a breakdown, by municipality, of appellants and items appealed:

	Municipalities	Appellants	Items
11	Cities	289	2206
26	Counties	297	1396
5	Improvement Districts	10	16
10	Municipal Districts	93	378
2	Irrigation Districts	3	3
1	School District	1	1
34	Towns	100	513
10	Villages	13	24
99		806	4537
Equalized Assessment Appeals		16	25
Electric Power and Pipe Line		—	—
Assessment Appeals (all withdrawn)		23	23
		845	4585

The board issued 29 written decisions; other decisions were given orally and subsequently confirmed in writing.

Charts filed as an appendix to this report show the disposition of all appeals heard by the board during the fiscal year.

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

VILLAGES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
Acme	1	1	1					1	1																	2
Andrew	2							2	1	1																2
Boyle	1	3	3																							3
Chipman	3	5	2	3				1	1																	6
Clyde	1	1		1				1	1																	2
Coutts	1																			1	1					1
Delburne	1	1			1			1			1															2
Hines Creek	1	1		1				1	1																	2
Lougheed	1	1		1				1	1																	2
Thorhild	1	1		1				1		1																
TOTALS	13	14	6	7	1			9	6	2	1									1	1					24

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

TOWNS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
Black Diamond	1	1					1	1					1													2
Bonnyville	1	1			1																					1
Brooks	10	124	118	5			1	10	1	8			1													134
Cardston	1	1		1				1	1																	2
Claresholm	3	17	12	5				1		1																18
Cold Lake	7	7	3	4				6	1	5																13
Coronation	2							2	2																	2
Crossfield	2	6	5	1				6		6																12
Devon	2	2	1	1				1	1																	3
Didsbury	1	1	1					1		1																2
Drayton Valley	3	3	1	1	1			1			1															4
Elk Point	1	1	1																							1
Falher	1	1	1					1	1																	2
Fort Saskatchewan	3	2	1				1	2		1			1													4
Grimshaw	1	1					1	1					1													2
Hinton	1	1		1				1	1																	2
Lacombe	1							1	1																	1
Leduc	1	4	3				1	1		1																5
Morinville	2	3		3				3	2	1																6
Mun. Crowsnest Pass	27	1	1					1	1											48	19	24	5			50
Okotoks	1							1	1																	1
Penhold	1							1	1																	1
Ponoka	4	3			2		1	3			3															6
Redcliff	3	1	1					3	1	2																4
Spruce Grove	8	13	1	2	5		5	7			2		5													20
St. Paul	1	37			37																					37
Stettler	2	28	28					2	2																	30
Stony Plain	1	124			124																					124
Taber	1							1			1															1
Two Hills	2	2			1		1	2			1		1													4
Vegreville	1	5	5																							5
Vermilion	1	2		2				2	1	1																4
Viking	2							2	2																	2
Whitecourt	1	4		4				4	1	3																8
TOTALS	100	396	183	30	171		12	69	21	30	8		10							48	19	24	5			513

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

IMPROVEMENT DISTRICTS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
#14	5	5		3	2			4		2	2									1			1			10
#15	1	1		1				1		1																2
#16	1							1			1															1
#17	2	1			1			1		1																2
#23	1																			1		1				1
TOTALS	10	7		4	3			7		4	3									2		1	1			16

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

MUNICIPAL DISTRICTS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
Pincher Creek #1	2	1	1					2		2																3
Foothills #31	29	30	9	4	16		1	24	3	4	10	6	1													54
Rocky View #44	16	62	10	20	32			9	2	5	2															71
Starland #47	1							1	1																	1
Kneehill #48	2	2			2			2			2															4
Wainwright #61	1	1		1				1		1																2
Bonnyville #87	1	1			1			1			1															2
Sturgeon #90	35	216	33	151	32			13	3	7	3															229
Westlock #92	5	8	4	1	3			2	1		1															10
Peace #135	1	2		2																						2
TOTALS	93	323	57	179	86		1	55	10	19	19	6	1													378

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

IRRIGATION DISTRICTS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Cont.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Cont.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Cont.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Cont.	Dism.	C/Q	WD	
Lethbridge Northern Irrigation District	2	2		2																						2
St. Mary River Irrigation District	1	1			1																					1
TOTALS	3	3		2	1																					3
SCHOOL DISTRICTS																										
Jasper School Dist. #3063	1							1		1																1
TOTALS	1							1		1																1

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

COUNTIES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Cont.	Dism.	C/Q	WD	Imp. Asses.	Adj.	Cont.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Cont.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Cont.	Dism.	C/Q	WD	
#1, Grande Prairie	1							24	21	3																
#2, Vulcan	1	1		1				1		1																24
#3, Ponoka	10	6	3		3			9	2	2	3	2														2
#4, Newell	3	1		1				1		1																15
#6, Stettler	1							1	1											4	4					6
#7, Thorhild	2	41	41					1		1																1
#8, Forty Mile	1							1		1																42
#9, Beaver	2	3	3																							1
#10, Wetaskiwin	7	8	5	3				3	1	1		1														3
#11, Barrhead	7	9	6	2	1			2		2																11
#12, Athabasca	27	34	10	11	13			19	6	2	10	1														11
#13, Smoky Lake	20	32	23	8	1			2		2																53
#14, Lacombe	10	24	9	13	2			8		6	2															34
#16, Wheatland	4	5	1		4			4		1	3															32
#17, Mountain View	42	73	23	37	13			347	242	102	2	1														9
#19, St. Paul	8	126	120	4	2			7	2	1	2	2														420
#20, Strathcona	24	107	72	30	4		1	16	2	10	4															133
#21, Two Hills	9	16	8	8				2	1	1										4		1	3			127
#22, Camrose	1	1					1	1					1													18
#23, Red Deer	51	54	25	20	9			40	18	13	8	1														2
#25, Leduc	47	74	31	21	21		1	25	3	10	12															94
#26, Lethbridge	2	1			1			2			2															99
#27, Miniburn	3	3	1	2				2		2																3
#28, Lac Ste Anne	5	235	58	17			160	1	1																	5
#29, Flagstaff	6	7	4	3				2		2																236
#31, Parkland	3	4			4			2			2															9
																										6
TOTALS:	297	865	443	181	78		163	523	300	164	50	8	1							8	4	1	3			1396

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

CITIES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Cont.	Diam.	C/Q	W/D	Imp. Assess.	Adj.	Cont.	Diam.	C/Q	W/D	Bus. Assess.	Adj.	Cont.	Diam.	C/Q	W/D	Loc. Improv.	Adj.	Cont.	Diam.	C/Q	W/D	
Calgary	67	332	20	65	64		183	282	13	215	49	1	4	2		2										616
Camrose	2	1			1			2	1		1															3
Drumheller	5	5	2	3				2	1	1																7
Edmonton	185	849	255	329	81	1	183	462	17	366	40	2	37	91	29	27	26		9	4			3	1		1406
Fort McMurray	12	12		8	2		2	12	5	4	1		2													24
Grande Prairie	6	108	2		106			3	2		1			1			1									112
Lethbridge	4	6	5	1				4	2	1		1														10
Medicine Hat	1	6			6			5			5															11
Red Deer	4	5	1	1			3	6		4			2	1		1										12
St. Albert	1	1					1	1					1													2
Wetaskiwin	2	3	3																							3
TOTALS	289	1328	288	407	260	1	372	779	41	591	97	4	46	95	29	30	27		9	4			3	1		2206

1983 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

SUMMARY OF 1983 APPEALS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
11 Cities	289	1328	288	407	260	1	372	779	41	591	97	4	46	95	29	30	27		9	4			3	1		2206
26 Counties	297	865	443	181	78		163	523	300	164	50	8	1							8	4	1	3			1396
5 Improvement Districts	10	7		4	3			7		4	3									2		1	1			16
10 Municipal Districts	93	323	57	179	86		1	55	10	19	19	6	1													378
2 Irrigation Districts	3	3		2	1																					3
1 School District	1							1		1																1
34 Towns	100	396	183	30	171		12	69	21	30	8		10							48	19	24	5			513
10 Villages	13	14	6	7	1			9	6	2	1									1	1					24
TOTALS	806	2936	977	810	600	1	548	1443	378	811	178	18	58	95	29	30	27		9	63	24	26	12	1		4537

1983 Equalized Assessment
Appeals (as per attached schedule)

1983 E.P.P.L. Assessment
Appeals (as per attached schedule)

1983 EQUALIZED ASSESSMENT APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

	NO. OF APPELLANTS	CONFIRMED	REDUCED	DISMISSED	WITHDRAWN
1983 EQUALIZED ASSESSMENTS	16	10	1		5
1983 EQUALIZED ASSESSMENTS (varied for purposes of the Provincial School Foundation Fund)		7	3		
TOTALS	16	17	3		5

1983 ELECTRIC POWER AND PIPE LINE ASSESSMENT APPEALS

1983 E.P.P.L. ASSESSMENTS	23				23
TOTALS	23				23

SPECIAL AREAS BOARD

The year 1983 was a productive agricultural year. Considering the spring was very dry, range conditions were relatively good throughout. Farmers and ranchers in the special areas were able to produce a good portion of their own winter feed.

The Sheerness Power Plant being constructed by Alberta Power Ltd. and TransAlta Utilities continued during the year with the start up of the water pipeline, and the cooling pond being partially filled. The 425-foot stack was completed along with all external construction of the power house.

Construction began on the Blow Down Canal from the Sheerness Cooling Pond and, when completed, will increase the potential for irrigation on the Berry Creek.

In conjunction with Alberta Environment, Recreation and Parks, and Fish and Wildlife, a feasibility study was conducted on the Blood Indian Reservoir's potential as a recreation area. The study recommends a recreation area be established along the west sides of the reservoir. This reservoir is a particularly popular spot due to the fishing and camping available.

The sale of tax recovery lands within the special areas was active, with 900 sale agreements completed, comprising 343,000 acres or an average of three quarter-sections per agreement.

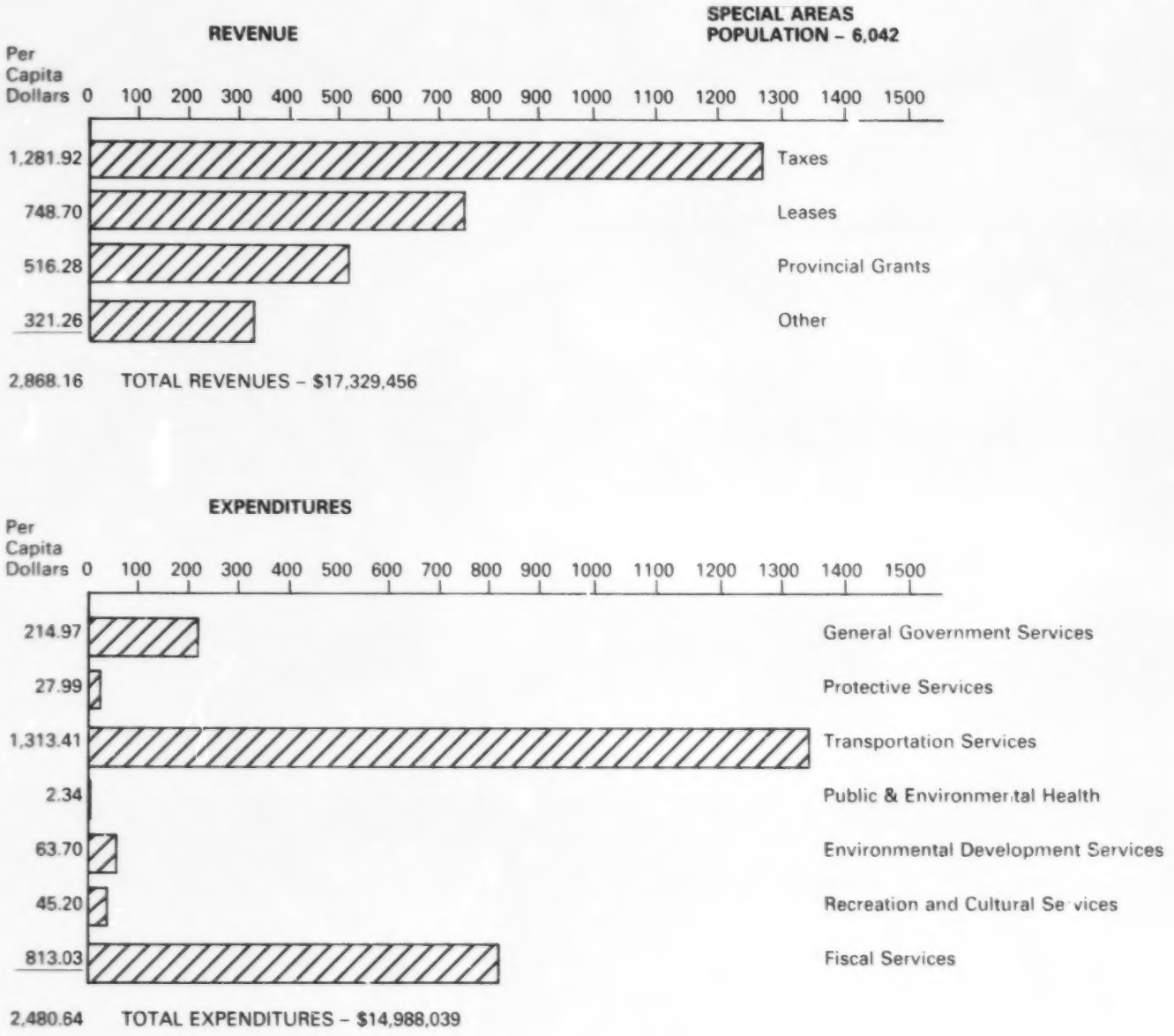
The 1983 road construction program was reduced due to a restraint year. Some 80 miles of new road were constructed with no new roads oiled. Some 548 miles were gravelled and regravelled.

The board co-operated with the incorporated urban municipalities within the boundaries of the special areas to form a regional waste system scheduled to be operational in the next fiscal year.

The special areas financial operations increased in general revenues and decreased expenditures, resulting in a surplus in the 1983/84 year.

Compared with the previous year, revenues increased 11.6 per cent to $17.3 million and expenditures decreased by 4.8 per cent to $15 million. The surplus was created primarily in the road construction area and an increase in leased lands revenues due to less tax recovery land being sold than was anticipated.

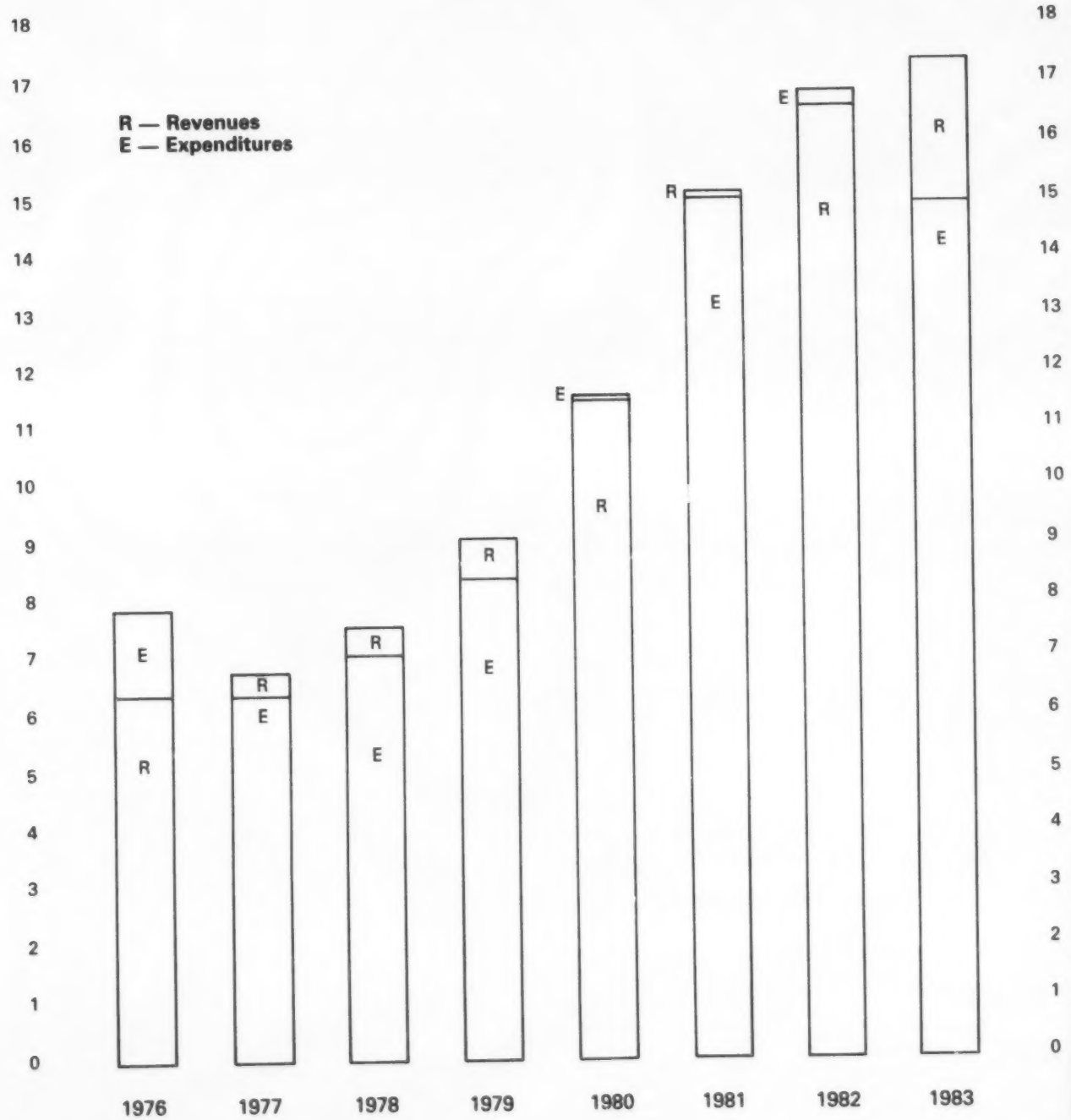
SPECIAL AREAS BOARD
GENERAL OPERATING FUND REVENUE AND EXPENDITURES – 1983


REVENUE
SPECIAL AREAS
POPULATION – 6,042
Per Capita Dollars
0 100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500
1,281.92 Taxes
748.70 Leases
516.28 Provincial Grants
321.26 Other
2,868.16 TOTAL REVENUES – $17,329,456
EXPENDITURES
Per Capita Dollars
0 100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500
214.97 General Government Services
27.99 Protective Services
1,313.41 Transportation Services
2.34 Public & Environmental Health
63.70 Environmental Development Services
45.20 Recreation and Cultural Services
813.03 Fiscal Services
2,480.64 TOTAL EXPENDITURES – $14,988,039

NOTE: Additional revenue of $3,429,763 was received from the sale of Tax Recovery Land

SPECIAL AREAS BOARD
GENERAL OPERATING FUND REVENUES AND EXPENDITURES

(Millions of Dollars)



Other 1983 developments and activities are presented in the following five year summary:

OPERATIONS	1983	1982	1981	1980	1979
ISSUE:					
Mineral Surface Leases	137	369	435	394	357
Development Control Permits	9	20	39	27	20
LEASES TRANSACTIONS:					
Assignments	180	202	504	195	192
Partial Assignments	44	55	36	24	47
Renewals	290	296	366	321	296
New Leases	50	56	77	71	57
Regrassing Permits	181	167	205	118	108
ROAD PROGRAM (in miles):					
New Construction	80.5	86.5	112.5	93	80
New Oiled	0	24	53	22	42
Gravelling	548	818	931	793	735
COMMUNITY PASTURES:					
Number of Cattle Managed	9,196	9,467	8,816	8,927	9,173
Number of Calves Managed	5,450	5,594	5,400	5,409	5,267

POOR

QUALITY

ORIGINAL